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## **AGENDA**

### **CALL TO ORDER**

### **STAFF PRESENTATIONS**

1. Internal Audit FY21 3rd Quarter Report

### **CONSENT AGENDA**

*The full agenda has been posted on the city's website, [www.gptx.org](http://www.gptx.org), for those who may want to view this agenda in more detail. Citizens may speak for five minutes on any item on the agenda by completing and submitting a speaker card.*

2. Minutes from the June 1, 2021, Finance and Government Committee Meeting
3. Professional services contract with Gaylen Howard Laing Architect, Inc. (GHLA) in the amount of \$69,440 and approve a 5% contingency of \$3,472, for a total cost of \$72,912 for architectural services for Epic Central maintenance building
4. Amendment No. 1 with Halff Associates professional service agreement for the Grand Prairie Landfill-West Fork Trinity River Erosion Protection Improvements in the amount of \$88,490
5. Second Amendment to Lease Agreement Reinstating Rental Payments for 321 Firehouse GP LLC located at 321 W. Main Street
6. 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
7. Authorize payment of \$63,741.94 to McGriff Insurance Services, Inc. for renewal of Cyber Liability policy number ESJ0127928264 from Underwriter's at Lloyd's of London for the period of February 4, 2021 through February 4, 2022
8. Ordinance amending the FY 2020/2021 Capital Improvements Projects Budget; Purchase of gas masks and related accessories from Safeware, Inc., in the amount of \$58,023 through a national interlocal with Omnia Partners
9. Ordinance amending the FY2020/2021 Capital Improvements Projects Budget; Professional Services Contract with Freese and Nichols, Inc. in the amount of \$88,000 for Feasibility and Cost-Effectiveness Study of annexing in Extraterritorial Jurisdiction (ETJ)

- [10.](#) Amend the FY21 Solid Waste Landfill Replacement Fund Budget; Authorize and confirm the purchase of an approximate 1.91-acre tract of land located at 3499 IH30 from Gifco Properties, Inc. in the amount of \$22,000 for additional Landfill property

## **ITEMS FOR INDIVIDUAL CONSIDERATION**

- [11.](#) Contract with Pyro Brand Development LLC for Brand Development of EpicCentral in the amount of \$128,000, plus a contingency amount of 5% for a total project cost of \$134,400
- [12.](#) Ordinance amending the FY2020/2021 Capital Improvement Projects Budget; Contract with The Broussard Group (TBG Partners, Inc.) in the amount of \$49,500 and approve a 5% contingency of \$2,475, for a total cost of \$51,975 for design services for PlayGrand Adventures – Tranquil Adventures; Construction Manager at Risk (CMAR) Contract with Hill & Wilkinson General Contractors (H&W) for pre-Construction services for PlayGrand Adventures – Tranquil Adventures in the amount of \$0.00 and approve a Construction Service Fee of 5% to be applied at a later time to the actual approved construction costs for the work; Contract with Whirlix Design, LLC in the amount of \$132,306 per BuyBoard agreement for playground equipment; and Contract with Site Source, Inc. in the amount of \$45,151 per BuyBoard agreement for site shade and amenities
- [13.](#) Construction Management Agreement with Arch-Con Corporation (Arch-Con) in the amount of \$38,910,167 for construction of the dual brand hotel and convention center within the overall EpicCentral project; owner-controlled contingency in the amount of \$1,089,833 and a budget allowance of \$350,000 for potential price escalation of construction materials for a total funding request of \$40,350,000
- [14.](#) Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Change Order 1 with The Nay Company for the construction of Water Utilities Metal Fabrication Shop in the amount of \$252,630
- [15.](#) Ordinance amending the FY 2021 Red Light Safety Fund; Price agreement for the purchase of police technology and services from Axon, Inc., through a national interlocal agreement with Sourcewell, at a first-year cost of \$625,000. This agreement will be for one year, with the option to renew for nine additional one-year periods, totaling \$14,650,150 if all extensions are exercised; Authorize the City Manager to execute the renewal options with aggregate price fluctuations of up to \$50,000 so long as sufficient funding is appropriated by the City Council to satisfy the City’s obligation during the renewal terms
- [16.](#) Agreement regarding Ground Lease with CNP6 Real Estate LLC and Great Southern Bank
- [17.](#) Intercreditor Agreements for Bolder Adventure Park: Tri-Party Agreement with Bolder One, LLC and Plains State Bank; Lease Estoppel with Bolder One, LLC, Greater Texas Capital Corporation, and Lincoln Capital Management
- [18.](#) Resolution Authorizing Lease with Option to Purchase between Grand Prairie Local Government Corporation and Zavala’s Barbecue, LLC for 103 SW 5th Street and 151 SW 5th Street; identify Zavala’s Barbecue, LLC as a business suitable for expansion within the City

## **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 - City Manager's Contract”*
- (4) Section 551.087 “Deliberations Regarding Economic Development Negotiations.”*

## **CITIZEN COMMENTS**

*Citizens may speak during Citizen Comments for up to five minutes on any item not on the agenda by completing and submitting a speaker card.*

## **ADJOURNMENT**

*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 Gloria Colvin (gcolvin@gptx.org) at least three (3) business days prior to the scheduled meeting to request an accommodation.*

### *Certification*

*In accordance with Chapter 551, Subchapter C of the Government Code, V.T.C.A, the Finance and Government Committee agenda was prepared and posted July 9, 2021.*



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*Gloria Colvin, Deputy City Secretary*



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 07/13/2021  
**REQUESTER:** Cathy Patrick  
**PRESENTER:** Cathy Patrick, Audit Services Director  
**TITLE:** Internal Audit FY21 3rd Quarter Report  
**RECOMMENDED ACTION:** N/A

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**ANALYSIS:**  
Internal Audit FY21 3rd Quarter Report

**FINANCIAL CONSIDERATION:**  
N/A

**AUDIT SERVICES DEPARTMENT**  
**Fiscal Year 2021**  
**3rd Quarter**

<b>COMPLETED REPORTS</b>	<b>DEPARTMENT</b>	<b>FIELD WORK COMPLETE</b>	<b>REPORT DATE</b>	<b>HOURS TO DATE</b>	<b>IMPLEMENTATION PLAN</b>	<b>IMPLEMENTATION COMPLETE</b>	<b>FOLLOW-UP REVIEW</b>
Lynn Creek Marina Contract Compliance	Parks, Arts, & Recreation	4/5/2021	4/5/2021	66	NA	NA	NA
Prairie Lakes Golf Course Inventory Follow-Up	Parks, Arts, & Recreation	4/14/2021	4/14/2021	51	NA	NA	NA
Lynn Creek Marina Contract Compliance	Parks, Arts, & Recreation	4/5/2021	4/5/2021	66	NA	NA	NA
Holiday Inn Express Occupancy Tax	Marketing	3/12/2021	5/12/2021	77	NA	NA	NA
Relax Motel Occupancy Tax	Marketing	5/18/2021	5/18/2021	44	NA	NA	NA
<b>Work In Progress</b>							
EnerGov Software Implementation	434						
Capital Assets Reconciliation	153						
ERP Software Replacement	27						
Finance Survey	50						
<b>Miscellaneous Projects</b>							
American Rescue Plan	365	Complete					
Economic Development Contract Procedures	79	Complete					
Economic Development Tax Abatement	10	Continual					
Economic Development Projects	19	Complete					
Fire Vaccination Site	81	Complete					
Finance Assistance	255	Continual					
Procurement Card Review	16	Continual					
Housing Promissory Notes & Portability Checks	30	Continual					
Finance Investment Reconciliations	25	Continual					
Police Quarterly Seizure Review	12	Continual					
Rebate Contracts (380 Agreements) Certification Review	14	Continual					



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** July 13, 2021

**REQUESTER:** Sheryl Osborn

**PRESENTER:** Chairman, Jeff Copeland

**TITLE:** Minutes from the June 1, 2021, Finance and Government Committee Meeting

**RECOMMENDED ACTION:** Approve

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**MINUTES  
CITY COUNCIL FINANCE AND GOVERNMENT COMMITTEE  
June 1, 2021**

The City of Grand Prairie Finance and Government Committee convened at 2:35 p.m. on Tuesday, June 1, 2021, in the City Council Briefing Room, 300 West Main Street, Grand Prairie, Texas. The following persons were in attendance:

**COMMITTEE MEMBERS PRESENT**

Greg Giessner, Chairman  
Jorja Clemson, Mayor Pro Tem

**COMMITTEE MEMBERS NOT PRESENT**

Mike Del Bosque, Deputy Mayor Pro Tem

No Guests were recognized as being in attendance.

**STAFF PRESENTATIONS**

**1. F&G Review of Ongoing EpicCentral Construction Progress + Update Regarding Additional Bid Process and Construction Cost Pricing.**

Andy Henning, Engineering (Public Works), presented information regarding the EpicCentral Construction Progress and updates involving the additional bid process and construction cost pricing. Mr. Henning stated that an update will be provided to City Council on June 15, 2021, regarding the amended construction values and financing information.

Mr. Henning noted that Park Central was relocated and is now a new road that goes directly into The Summit property. Parking has been constructed for Chicken N Pickle, which included landscaping along the frontage road, removal of Esplanade in that area, with Epic Central as the main entrance road, and relocation of all utilities. Work in this area is approximately 80% complete. Crews are currently working on irrigation and landscaping. We are trending toward savings of approximately \$800,000 with will roll over into the next phase. Chicken N Pickle construction should be complete by November 1, and they plan to open December 1.

Mr. Henning stated that in the next phase, all other development in the area will be addressed, with the exception of the hotels and conference center: The above-ground parking garage, the below-ground parking garage, the surface lot above the below ground parking garage, and the four water-front restaurants. The development will be an additional \$36,000,000 to \$37,000,000. Mr. Henning noted that the Phase I construction number was about \$7,000,000. With the next

phase, we will have an amended contract value of approximately \$44,000,000 and a budget contingency \$3,000,000. This information will be presented to City Council on June 15.

*Chairman Greg Giessner asked if the rendering of the parking garage was the final concept. Mr. Henning stated that it was, with the exception being a large marquee that will be in front, so the advertisement and marketing for Epic Central will likely move from the face of the garage to the marquee. Mayor Pro Tem Jorja Clemson asked for clarification on the different levels of parking. Mr. Henning stated that there will be surface-level parking above the underground parking. Additionally, there will be an above-ground parking garage.*

Mr. Henning noted the four waterfront restaurants: Loop 9 BBQ, Stirr, Vidorra, and Serious Pizza. He also stated that included in the construction was enhancement to the boardwalk, the water and light show, and utilities, the latter being a critical and significant unseen cost.

Mr. Henning stated that he, Parks, and Deputy City Manager Cheryl De Leon had received a number of quality submissions for the water and light show, and they narrowed down the choice to OTL (Outside the Lines, Inc.). They will design a water and light show with projection, along with public interaction. He stated that a placeholder of \$3,600,000 is in place for this project, and OTL has assured the interview team that the result will have ‘all the bells and whistles.’ Mr. Henning noted that this \$3,600,000 is a designed build contract, and not included in the other construction contract. This item will also be on the June 15 City Council Agenda.

Mr. Henning stated that construction contract with Concord Hospitality has reached the point of a development contract, as it has with a third-party operator for the facilities. He also noted that underground garage project will be brought to City Council in July, and if approved, The City can begin construction in October 2021. Mr. Henning additionally stated that they are moving on this phase early in order to ‘lock in’ prices, which are rising quickly. The project is not saving money by doing so, but it should remain on budget.

*Chairman Greg Giessner and Mr. Henning had a brief discussion about various aspects of the rising cost of construction materials.*

Mr. Henning stated that the last piece of the future construction phase is referred to as a ‘found parcel.’ When Park Central was relocated, and after determining the volume Chicken N Pickle needed in terms of parking, enough property was left to accommodate two 5,000 square-foot restaurants. The project was approved by City Council on April 4. There will be a change order requested for the Hill and Wilkinson contract, with a project cost of \$4,750,000.

Mr. Henning presented additional information about the marquee sign. It will be large scale, and similar to the marquee sign in front of the Texas Trust Credit Union Theater. There will be a video board, with placeholders for the hotels, restaurants, and blank space for future advertising. Mr. Henning stated there is a separate funding



source for the marquee, and noted this sign will be approximately \$900,000, with additional signage around the property totaling \$300,000, totaling \$1,200,000. This item will be presented to City Council in July.

Mr. Henning stated that an amended contractual construction value of \$44,000,000 will be presented in July, which includes the original value of \$7,000,000 and the additional \$37,000,000. Future construction will be approximately \$4,750,000 for the parking structures and restaurant shells, and \$1,200,000 for the new signage, which brings the total to approximately \$50,000,000. In addition, there will be a \$3,000,000 contingency, and \$3,600,000 contract with OTL for the water show. The hotel and convention center construction is in-progress, with the goal to get costs back within budget.

*Chairman Greg Giessner and Mr. Henning discussed that the hotel and conference center would be an additional \$40,000,000 to \$42,000,000. He also noted that the costs referenced are for construction. Mayor Pro Tem Jorja Clemson asked about potential delays with Bolder One due to the construction. Mr. Henning clarified there are no conflicts.*

## **2. Presentation of Plan of Finance**

Chief Financial Officer, Becky Brooks, presented an overview of the financial plan for the construction. Ms. Brooks stated that at the June 15, 2021, City Council meeting, ordinances for Certificates of Obligation and for General Obligation bonds will be presented. She also stated that due to timing, the sale of the bonds needed to be done on June 15 rather than June 1. This item is currently on the June 1 City Council agenda, but will be tabled until the June 15, 2021, meeting. Ms. Brooks noted that part of the project was previously funded through Certificates of Obligation. The bulk of the project has not yet been financed, predominantly the construction connected with the hotel.

Treasury and Debt Manager, Brady Olsen, presented information regarding financing the remainder of the project. Mr. Olsen stated that there will be two forms of funding, Certificate of Obligation and General Obligation. He noted that in 2019, Certificate of Obligation in the amount of \$34,000,000 was approved for the public portion of the Epic project. The funds were used primarily for parks, parking, and infrastructure. At that same time, a \$7,000,000 tax note was issued for the conference center. The project has since grown in scope, and more funds are needed to finish the project, with no plan for any of the funding to come from the tax rate. If approved at the June 15, 2021, City Council meeting, the first means of funding will be a 15-year, \$17,000,000 taxable Certificate of Obligation, which will finish the public purpose portions of the project. Existing funds will be used to fund some of the first-year principle. With both issuances, the first two years will be interest only. S&P is the rating company selected.

Mr. Olsen stated the other financing source for the remaining \$67,000,000 will be the General Obligation bond issuance. The May bond election allows \$75,000,000 for economic development projects. \$67,000,000 of the bond will be used now, with \$50,000,000 for the hotel, \$15,000,000 for the restaurant, and \$2,000,000 for land purchases around the downtown area. The bonds should remain a AAA rating, and the same underwriters will be used as was done for

the 2019 project. An additional underwriter has been added, Estrada Hinojosa & Company, Inc., for added value. At this time, the interest rate is projected at 2.8%, but it may be lower.

*Chairman Greg Giessner and Mr. Olsen had a brief discussion about interest rates.*

Mr. Olsen stated that both the Certificate of Obligation and the General Obligation bonds will be on the June 15, 2021, City Council meeting agenda. If approved, the funds should be available July 7. Chief Financial Officer, Becky Brooks, stated that the bonds will be taxable, so the rate may be slightly higher.

*Chairman Greg Giessner, Ms. Brooks, and Mr. Olsen had a brief discussion about paying the note in full early.*

*Chairman Greg Giessner recognized Ms. Brooks for her expertise, performance, and leadership as Chief Financial Officer. Ms. Brooks is retiring, and this meeting is the last one she will be attending.*

### **3. Insurance Plan Monthly Review**

Human Resources Director, Lisa Norris, presented the monthly review of the insurance plan. Through April, the insurance plan continues to do well. One notable item is \$343,000 from Blue Cross Blue Shield that BCBS receives as pharmacy rebates. Rebates are estimated monthly. Ms. Norris negotiated a ‘true up’ with Blue Cross Blue Shield for calendar year 2020, resulting in the \$343,000 rebate.

Ms. Norris stated that in Expenses, claims reduced. Active claims declined from \$1,700,000 to \$1,000,000 through the end of April. Retiree claims increased, but the pool is very small.

Ms. Norris noted that while Retiree claims are over budget, they will be more than offset by the reduced number of Active claims. The year-end is projected to be 84% of budget, with a positive balance of \$8,400,000. She also stated we should not need to use funds from the Risk Fund.

*Chairman Giessner and Ms. Norris briefly discussed the stop-loss fund. Ms. Norris stated that the maximum for an individual claim is \$400,000, with any claims in excess of that amount classified as eligible for reimbursement from the stop-loss fund. Ms. Norris advised not using those funds at this time.*

Ms. Norris stated that in response to Deputy Mayor Pro Tem Mike Del Bosque’s previous inquiries regarding retirees, the average retirement age for City of Grand Prairie employees is 59 years or older. She noted that she looked back as far as 2018, excepting 2020, and the average age was previously 56 to 57 years. Additionally, Ms. Norris stated that the average number of years of service is now 30, which has increased from 25 to 26 years. She commented that this average is surprising because the retirement eligibility was reduced from 25 years to 20 years. The pandemic may have had an effect on employees’ decisions to retire. Ms. Norris stated that enrollment in wellness programs has been strong.

*Chairman Greg Giessner inquired about the reason for the increase in claims, and Ms. Norris stated that both she and Blue Cross Blue Shield did not identify any trends, and the high claims do not appear to be retirees.*

**CONSENT AGENDA**

Chairman Greg Giessner presented the Consent Agenda, Items 4-11, for consideration. Chairman Giessner noted that Audit Services Director, Cathy Patrick, had been named as the contact for TexPool and TexSTAR.

4. Minutes of the May 4, 2021 Finance and Government Committee meeting
5. Ordinance amending the FY 2020/2021 Capital Improvements Projects Budget; Purchase of radar speed feedback signs to reduce speeding and radar traffic count equipment from Traffic Logix Corporation in the amount of \$72,652 through a national interlocal with NCPA
6. Ordinance adopting the Housing Administration (Fund 3001) and Housing Choice Voucher (Fund 3002) operating budgets for calendar year 2021 and fiscal year 2020-2021.
7. Ordinance Amending the FY 2020/2021 Capital Improvements Projects Budget; Option Contract for \$50,000 for a three-month option to purchase 16.067 acres at 899 Belt Line Rd., CP Richard Wilson Abstracts 1545, and 1548 PG 255 for a purchase price of \$6,000,000, with the option to extend contract for an additional three months for \$50,000; authorize City Manager to execute contract and extension (if needed)
8. Resolution amending the Authorized Representatives for TexPool
9. Resolution amending the Authorized Representatives for TexSTAR
10. Resolution approving the proposed and amended budgets for FY 20/21 of the Grand Prairie Local Government Corporation
11. Public Hearing and ordinance adoption the Program Year 2021 CDBG and HOME budgets, allocating, approving, and authorizing the expenditure of \$48,055 of CDBG Administrative Reserve Fund for the purchase of (2) two replacement vehicles

Mayor Pro Tem Jorja Clemson moved to approve Consent Agenda Items 4-11 as presented. Chairman Greg Giessner seconded the motion. The motion passed 2-0, with no abstentions.

Ayes: Giessner, Clemson

Nays: None

Absent: Del Bosque

**ITEMS FOR INDIVIDUAL CONSIDERATION**

12. Professional Services contract with Halff Associates, Inc., in the amount of \$96,000 for surveying and engineering services for overall Central Park addition re-plot, Epic Central III

lease agreement legal descriptions, and Bolder Adventure Park lease agreement legal description and instruments easements.

Andy Henning, Engineering (Public Works), presented information for Item 12. In reviewing the Epic Central and Bolder One projects, it was discovered that surveying and engineering services for Epic and Epic Waters were never addressed. Half of the funds requested are for complete re-platting of Epic Central, Bolder One, easements for Oncor and all other aspects connected with project. The other half of the funds are for platting of Epic Central and Bolder One.

Chairman Greg Giessner moved to approve Item 12 as presented. Mayor Pro Tem Jorja Clemson seconded the motion. The motion passed 2-0, with no abstentions.

Ayes: Giessner, Clemson

Nays: None

Absent: Del Bosque

13. Price agreement for a School Crossing Guard program with All City Management Services, Inc., in the amount of \$800,879.40. This agreement will be for one year, with the option to renew for four additional one-year periods. The price for the second year will be \$800,879.40. The price for the third and fourth years will be \$841,995.00 annually. The price for the fifth year will be \$869,113.80. The total value of the agreement will be \$4,154,862.60 if all renewals 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

Mr. Ryan Simpson, Police (Special Operations Bureau) presented information for Item 13. A market study was done regarding school crossing guard wages, and it was determined that the City of Grand Prairie was well below market, which had resulted in recruiting and retention issues. The cost to implement the recommendation was determined to be approximately \$145,000 per year. Another result of the market study was that a number of cities outsourced the school crossing guard positions. After reviewing the bids received, All City Management Services was selected. Benefits for the current employees include wages being adjusted to the appropriate level, and all current school crossing guards will have the opportunity to work for the new company. He noted that current school crossing guards making below \$11.00 per hour will be raised to that rate. Other making more than \$11.00 per hour will receive a \$0.50 hourly increase. Benefits for the City of Grand Prairie include alleviating the City from worker compensation claims (for school crossing guards), and cost savings. Mr. Simpson stated that approximately \$801,000 would be saved in the first two years, with an additional savings of \$65,000 annually in administrative staff time.

*Chairman Greg Giessner and Mr. Simpson discussed, and it was clarified that the school crossing guards will be employees of All City Management Services, not contract employees. Chairman Giessner and Mayor Pro Tem Jorja Clemson asked how the transition would be communicated to the school crossing guards. Mr. Simpson stated that after City Council approval was received, meetings would be scheduled, including later in the summer once the contract was finalized.*

*Chairman Giessner asked about possible cost-sharing with the school districts. Mr. Simpson stated that all three school districts are approached every year regarding cost sharing, and all three have declined each year. Mayor Pro Tem Jorja Clemson inquired about the school crossing guards schedule, and Mr. Simpson clarified that they work 1.5 hours before and after school. She also asked who the Police Department contact will be for the school crossing guards. Mr. Simpson stated that Sergeant Justin Ross will be their contact. Chairman Giessner inquired about ensuring all locations were staffed. Mr. Simpson stated that issue is addressed. He also noted that All City Management is a large company in the Dallas-Fort Worth area, and they have a larger pool of substitutes than the City.*

Mayor Pro Tem Jorja Clemson moved to approve Item 13 as presented. Chairman Greg Giessner seconded the motion. The motion passed 2-0, with no abstentions.

Ayes: Giessner, Clemson

Nays: None

Absent: Del Bosque

14. Ordinance amending the FY 2020/2021 Capital Improvements Projects Budget; Project Specific Agreement Amendment No. 2 with Dallas County for the widening of Camp Wisdom Road MCIP 40811 from approximately 1,700 linear feet west of Carrier Parkway to FM 1382 and commit the City to \$128,804 in additional funding for a total City share commitment of \$5,478,804

Director of Transportation Services, Walter Shumac, and Manager of Engineering (Public Works), Romin Khavari, presented information for Item 14. Mr. Shumac and Mr. Khavari stated that the entire change order is approximately \$3,500,000. However, this is a joint project between the City of Grand Prairie, the City of Dallas, and Dallas County. Dallas County is paying for the largest portion. The City of Grand Prairie's portion of the change order is \$128,804. City of Dallas will be contributing a similar amount. It was also noted that only the City's portion is listed in the Ordinance.

*Chairman Greg Giessner, Mr. Shumac, and Mr. Khavari discussed aspects of the project. Mr. Shumac and Mr. Khavari clarified that Camp Wisdom Road will be four full lanes, one continuous roadway. The project includes approximately 1,700 linear square feet west of Carrier Parkway, and connects to walking trails near Robinson Road, and it will connect to the trails at 1382/Beltline Road. The project should be concluded some time next summer 2022. Mr. Giessner asked about the removal of traffic lights and the stop signs that replaced them at Carrier Parkway and Camp Wisdom Road. Mr. Shumac and Mr. Khavari stated that stop signs will be in place until near the end of the completion of the project.*

Chairman Greg Giessner moved to approve Item 14 as presented. Mayor Pro Tem Jorja Clemson seconded the motion. The motion passed 2-0, with no abstentions.

Ayes: Giessner, Clemson

Nays: None

Absent: Del Bosque

15. Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Construction contract with Rebcon, Inc., in the amount of \$181,400.16 for IH-20 Deceleration Lane for

Cardinal Health; 5% construction contingency in the amount of \$9,070.00; Materials testing with Team Consultants in the amount of \$9,765.50; in-house labor distribution in the amount of \$9,070 for a total of \$209,305.66

Manager of Engineering (Public Works), Romin Khavari, presented information for Item 15. Mr. Khavari stated that bids were opened, and four contractors responded. Rebcon, Inc., was the lowest bid, and they were selected. A \$9,070 shortfall amount will be taken from the bond funds to complete the project.

*Chairman Giessner, Mr. Shumac, and Mr. Khavari had a brief discussion about the need for the deceleration lane. They also discussed that the reason for the shortfall was overall construction costs, primarily in inspection and other fees. The higher costs this year were not known last year when the original amount was approved. A brief discussion took place about whether expenditures that fell within the approved contingency funds needed to be brought before the Finance and Government Committee.*

Chairman Greg Giessner moved to approve Item 14 as presented. Mayor Pro Tem Jorja Clemson seconded the motion. The motion passed 2-0, with no abstentions.

Ayes: Giessner, Clemson

Nays: None

Absent: Del Bosque

16. Ordinance amending the FY20/2021 Capital

Improvements Projects Budget; Professional Services contract with Martin Aquatic in the amount of \$319,726; and approve a 5% contingency of \$15,986, total cost of \$335,712 for master plan design services for EPIC Waters and adjacent grounds

Parks, Arts & Recreation Director, Duane Strawn, presented information on Item 16. Mr. Strawn stated that reinvestment for Epic Waters had always been planned. Bids were opened last February for a master plan, with Martin Aquatic Design and Engineering selected for the project. However, the project was tabled due to COVID-19. Epic Waters is now fully operational. The City contacted Martin Aquatic Design and Engineering, and the company agreed to go forward with the project at the price in the original contract from last year. They will review existing conditions, propose new amenities, and complete a market analysis in making the decisions.

*Chairman Giessner and Mr. Strawn briefly discussed that upkeep and maintenance comes from a different fund. Mr. Strawn clarified that hose issues are being considered, but Item 16 is specifically with regard to the review of existing conditions, a market analysis, and proposal of new amenities to stay competitive.*

Mayor Pro Tem Jorja Clemson moved to approve Item 16 as presented. Chairman Greg Giessner seconded the motion. The motion passed 2-0, with no abstentions.

Ayes: Giessner, Clemson

Nays: None

Absent: Del Bosque

**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 one or more 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 convened.

**CITIZEN COMMENTS**

There were no citizen comments.

**ADJOURNMENT**

There being no further business, the Finance and Government Committee meeting adjourned at 3:42 p.m.

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Chairman, Jeff Copeland  
Finance and Government Committee

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Date



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

**MEETING DATE:** 07/13/2021

**REQUESTER:** Steve Plumer, Sr. Parks Project Manager

**PRESENTER:** Duane Strawn, Director of Parks, Arts and Recreation

**TITLE:** Professional services contract with Gaylen Howard Laing Architect, Inc. (GHLA) in the amount of \$69,440 and approve a 5% contingency of \$3,472, for a total cost of \$72,912 for architectural services for Epic Central maintenance building

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

As Epic Central continues to expand, an on-site maintenance facility is needed to ensure maintenance assets are secured, protected, and contained within the grounds of Epic Central. As part of the FY20 Budget proposal, City Council approved the Epic Central maintenance building. This facility will include an approximate 1,800 SF building consisting of an office, storage rooms, maintenance shop and surrounding pavement for department vehicles and equipment. Early studies have determined that the location will be located in the NW corner of the Epic Central site.

GHLA has been recommended due to their high scores on previous project submissions over the years, having provided quality Parks and Recreation work examples. Ultimately, they were not selected for those projects at that time due to their partnership status with the primary consultants. GHLA has already worked with staff in the early stages of this project to prepare preliminary design feasibility studies. It would be advantageous and more efficient for the city to retain the consultant who is most familiar with the design, scope and requirements of this project.

This item was presented to the Finance and Government Committee on July 13, 2021 for review and approval.

**FINANCIAL CONSIDERATION:**

Funding for the consultant contract in the amount of \$72,912 is available in the Epic Central Capital Projects Fund (360093), WO #02000703 (Maintenance Building), Account #68450 (Design).



## CITY OF GRAND PRAIRIE CAPITAL PROJECTS BUDGET SUMMARY

Fund/Activity Account: 360093 - 02000703  
 Project Title: EPIC Central Maintenance Bldg  
 Current Request: \$0.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
63010 Bldg/Grd Maintenance	\$50,000	\$17,000	\$0	\$17,000	\$50,000
68450 Eng/Design	\$72,912	\$72,912		\$72,912	\$72,912
68540 Construction	\$277,088	\$277,088		\$277,088	\$277,088
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
<b>TOTAL</b>	<b>\$400,000</b>	<b>\$367,000</b>	<b>\$0</b>	<b>\$367,000</b>	<b>\$400,000</b>



## CITY OF GRAND PRAIRIE COMMUNICATION

**MEETING DATE:** 07/13/2021

**REQUESTER:** Patricia D. B. Redfearn, PhD

**PRESENTER:** Patricia D. B. Redfearn, PhD, Solid Waste and Recycling Manager

**TITLE:** Amendment No. 1 with Halff Associates professional service agreement for the Grand Prairie Landfill-West Fork Trinity River Erosion Protection Improvements in the amount of \$88,490

**RECOMMENDED ACTION:** Approve

### ANALYSIS:

The City of Grand Prairie owns and operates a Type I landfill in the immediate vicinity of the Trinity River at MacArthur Boulevard. For years, the boundary of the neighboring horse farm has been gradually eroding due to normal river activity. Since 2015, the rate of erosion has accelerated, potentially threatening the solitary access road to the landfill.

On September 15, 2020, the City Council (20-10350) approved a professional service agreement with Halff Associates, Inc. for the Grand Prairie Landfill-West Fork Trinity River Erosion Protection Improvements, analysis, Report and Design in the amount of \$154,900.

The Grand Prairie Landfill - West Fork Trinity River Erosion Protection Improvements included development of a preliminary engineering report and a 30% schematic design to inform the City of Grand Prairie on the needed erosion protection measures along the south bank of the West Fork Trinity River near the landfill access road to prevent the migration of the river further south. The project included necessary surveys to determine the current extents of the river migration from previous available topography, environmental permitting analysis to determine the appropriate USACE permits needed, geotechnical analysis, floodplain analysis, and civil and structural engineering analysis up to a 30% plan level.

The current Amendment No. 1 in the amount of \$88,490 will include engineering services required to prepare construction drawings, specifications and cost estimates, to administer bidding and to provide construction phase service for the Grand Prairie Landfill-West Fork Trinity River Erosion Protection Improvements. The conceptual design alternatives were completed and presented to the City in April 2021. The City selected the preferred alternative, Option 1, which consists of a rock riprap riverbank protection, extending from the existing toe of slope at the channel floor to approximately mid-point of the slope, which will be developed into a bid package. This option preserves existing riverbank grades and vegetation on the slope, including all the trees above proposed improvements. The bid package will also include reconstruction of approximately 160' linear feet of Landfill Access Road and adjusting

surrounding grades to eliminate ponding. The United States Army Corps of Engineering (USACE) permitting documentation will be prepared and submitted for approval prior to bidding.

Total revised contract will be \$242,490 and be completed in December 2021.

**FINANCIAL CONSIDERATION:**

Funding for Amendment No. 1 to the Professional Service Agreement with Halff Associates Inc. for the Grand Prairie Landfill - West Fork Trinity River Erosion Protection Improvements Analysis, Report, and Design, in the amount of \$88,490, is available as follows:

1. \$45,100 in the Solid Waste Capital Projects Fund (502792) WO #01910201 (Trinity River at Landfill Road Design).
2. \$43,390 is available in Solid Waste Landfill LAND (303510) Miscellaneous Services (61485)



June 18, 2021  
041788.001

Gabe Johnson, PE, PH, CFM, GISP  
City of Grand Prairie  
Director of Engineering and Public Works  
300 W Main Street  
Grand Prairie, TX 75050

RE: **Work Authorization #1**  
**Grand Prairie Landfill – West Fork Trinity River Erosion Protection Improvements**  
**Additional Scope and Fee Proposal for Design, Bidding and Construction Phase Services**

Dear Mr. Johnson:

Halff Associates, Inc. (Halff) is pleased to submit the following proposal for engineering services required to prepare construction drawings, specifications and cost estimates, to administer bidding and to provide construction phase services for the Grand Prairie Landfill – West Fork Trinity River Erosion Protection Improvements. The conceptual design alternatives were completed and presented to the City in April 2021. The City selected the preferred alternative, Option 1, which consists of a rock riprap riverbank protection, extending from the existing toe of slope at the channel floor to approximately mid-point of the slope, which will be developed into a bid package. This option preserves existing riverbank grades and vegetation on the slope, including all the trees above proposed improvements. The bid package will also include reconstruction of approximately 160 linear feet of Landfill Access Road and adjusting surrounding grades to eliminate ponding. The USACE permitting documentation will be prepared and submitted for approvals prior to bidding.

Attached is Exhibit "A", including the scope of work, compensation by task, organizational chart, and project schedule, all suitable for inclusion into the City standard Consultant Agreement.

Please feel free to contact me at 214-346-6235 if you have any questions.

Sincerely,  
**HALFF ASSOCIATES, INC.**

A handwritten signature in blue ink, appearing to read "Bogumil Nosek".

Bogumil Nosek, P.E.  
Project Manager

A handwritten signature in blue ink, appearing to read "Stephen Crawford".

Stephen Crawford, P.E., CFM  
Vice President



## EXHIBIT "A"

### Work Authorization #1

#### Grand Prairie Landfill – West Fork Trinity River Erosion Protection Improvements Additional Scope and Fee Proposal for Design, Bidding and Construction Phase Services

## ATTACHMENT "A"

### SCOPE OF WORK

#### A. Preliminary Design (70%)

1. Develop 70% design level construction drawings based on selected by the City conceptual design alternative. The following drawings are anticipated:
  - a. Cover Sheet
  - b. General Notes
  - c. Survey Control, Project Location, Construction Staging and Access Plan
  - d. Channel Repair Plan (2 Sheets)
  - e. Adjustment of Landfill Access Road Plan
  - f. Typical Sections, Details and Specifications (3 sheets)
  - g. Erosion Control Plans (4 City's standard sheets)
2. Take off quantities and prepare preliminary Engineer's Opinion of Probable Construction Cost (EOPCC).
3. Submit Preliminary Plans to the City of Grand Prairie for review and meet with the City to discuss review comments.
4. Meet with the City to discuss 70% design review comments.

#### B. Final Design (95-100%)

1. Address City's 70% design review comments and prepare final construction drawings. The same drawings as listed above for the preliminary design are anticipated.
2. Take off final quantities and update EOPCC.
3. Prepare itemized bid proposal and Technical Specifications.
2. Address City's comments for the Technical Specifications.
3. Compile a bid book for the project. Adopt for the project front-end specification provided by the City.
4. Submit prefinal (95%) contract documents for review.
5. Meet with the City to go over the final review comments.
6. Address comments and prepare final (100%) contract documents.

#### C. CDC Application and Floodplain Development Permit

1. Hydraulic Analysis – Per *Section 1.6.1 Exemptions to the CDC Process* of the CDC Manual 4<sup>th</sup> Edition bank stabilization activities that provide no significant change in pre-existing bottom



contours may be exempt from the CDC Process. As the project is expected to qualify for this exemption, only Part 1 of the CDC Application is required for CDC approval. Hydraulic modeling will therefore be limited to the following:

- a. Confirm velocities and water surface elevations for the 2-, 5-, 10-, and 100-yr storm events from the pre-project conditions CDC West Fork Trinity River HEC-RAS model established during the Preliminary Schematic Design.
  - b. Adjust grades and/or roughness coefficients as necessary to reflect proposed stabilization measures through project area.
  - c. Compare 100-year water surface elevations for proposed versus pre-project conditions.
2. Documentation
- a. Prepare and submit CDC Application Part 1 for exemption approval.
  - b. Compile necessary documentation including project write-up and figures as necessary to request CDC exemption.
  - c. Submit request for CDC to the City of Grand Prairie for transmittal to the NCTCOG and USACE.
  - d. Assist the City of Grand Prairie in answering technical questions from the USACE. If additional technical data (beyond the scope of this proposal) is requested by the USACE, additional services beyond the scope of this proposal will be required.

Note: Current CDC review fees are \$6,000 and are included in the budget for this scope of work. This scope assumes that the project will qualify for a CDC exemption and therefore does not include the preparation of a hydraulic report typically required under Part 2 of the CDC application.

3. Grand Prairie Floodplain Development Permit
  - a. In conjunction with CDC Permit submittal, also prepare Part 1 of the Grand Prairie Floodplain Development Permit for review and approval.

#### **D. Bidding Services**

1. Issue for bid final, signed and sealed plans and bid book, and prepare the final EOPCC. Provide all the electronic files of the contract documents in format required by the City.
2. Provide electronic and printed paper copies of the bid documents; (minimum 10 sets of 11-inch by 17-inch drawings and minimum 10 bound bid books).
3. Prepare Advertisement for Bids.
4. Assist the City in preparing and issuing addenda to the bid documents as required.
5. Assist the City in preparation of pre-bid meeting agenda and participate in the pre-bid meeting.
6. Attend the bid opening, check and tabulate all bids, check low bidder references and prepare a recommendation letter to the City.
7. Issue for construction conformed construction drawings and specifications.

**E. Construction Phase Services**

1. Assist the City in preparation of the preconstruction meeting agenda and participate in the pre-construction meeting following council award of project.
2. Periodically perform site visits as required to monitor progress of the work and assure general conformity to the design intent (limited to 6 site visits).
3. Assist the City in review of shop drawings and other submittals.
4. Review all density and testing reports for compliance.
5. Respond to Contractor's requests for information (RFI's).
6. Participate in final inspection and assist in preparation of a punch-list.
7. Assist in preparation of final reconciliation change order.
8. After the construction is completed, prepare record drawings based on the as-constructed markups provided by the City. The record drawings will not be signed and sealed by a Professional Engineer. Provide pdf and CADD files of the record drawings to the City for archiving.

**F. SERVICES NOT INCLUDED**

1. Structural Engineering – not anticipated at this time;
2. Easement Preparation;
3. Quality control and material testing services during construction;
4. Survey for construction;
5. Field Inspection.



**EXHIBIT "A"**

**Work Authorization #1**

**Grand Prairie Landfill – West Fork Trinity River Erosion Protection Improvements  
Additional Scope and Fee Proposal for Design, Bidding and Construction Phase Services**

**ATTACHMENT "B"**

**COMPENSATION BY TASK**

The total maximum fee for items described in Attachment "A" shall be on an hourly, not-to-exceed basis for **\$88,490**, which includes printing, direct costs, and computer charges normally associated with production of these services. The compensation for services shall be on the basis of 2.3 times total salary cost for each employee engaged directly on the project. Total fees will not be exceeded without prior approval. Direct costs including printing and reproduction, postage, courier/overnight service will be considered reimbursable and will be billed at 1.1 times the direct cost incurred.

The project will be billed monthly based on a percent complete amount. Progress reports will be submitted to the City of Grand Prairie on a monthly basis along with invoices. A cost breakdown of the total fees is shown below:

TASK		Principal in Charge \$295	Project Manager \$236	Project Engineer III \$150	Project Engineer II \$127	CADD Technician \$110	Admin/ Clerical \$86	Direct Cost	Total Cost
EROSION EVALUATION		hours	hours	hours	hours	hours	hours		
A	Preliminary Design (70%)	8	24	16	80	40	2	\$200	\$25,356
B	Final Design (95-100%)	8	24	16	80	40	2	\$200	\$25,356
C	CDC Application & FDP	2	6	18	8		2	\$6,200	\$12,094
D	Bidding Services	2	16	20	20		2	\$200	\$10,278
E	Construction Phase Services	2	24	24	40		2	\$300	\$15,406
<b>TOTAL</b>		<b>22</b>	<b>94</b>	<b>94</b>	<b>228</b>	<b>80</b>	<b>10</b>	<b>\$7,100</b>	<b>\$88,490</b>

**Original Contract Amount: \$154,900 + Work Authorization #1: \$88,490 = Revised Contract: \$243,390**





EXHIBIT "A"

Work Authorization #1  
Grand Prairie Landfill – West Fork Trinity River Erosion Protection Improvements  
Additional Scope and Fee Proposal for Design, Bidding and Construction Phase Services

ATTACHMENT "C"

PROJECT TEAM AND ORGANIZATION CHART

Following is a list of Halff personnel, roles, and office location. Halff Associates utilizes resources from each office to act as one team for the City. Primary project coordination will be through Bogumil Nosek. Stephen Crawford (Halff) will also provide additional assistance and quality assurance/quality control reviews for the project team. Sub-consultant teams are listed.

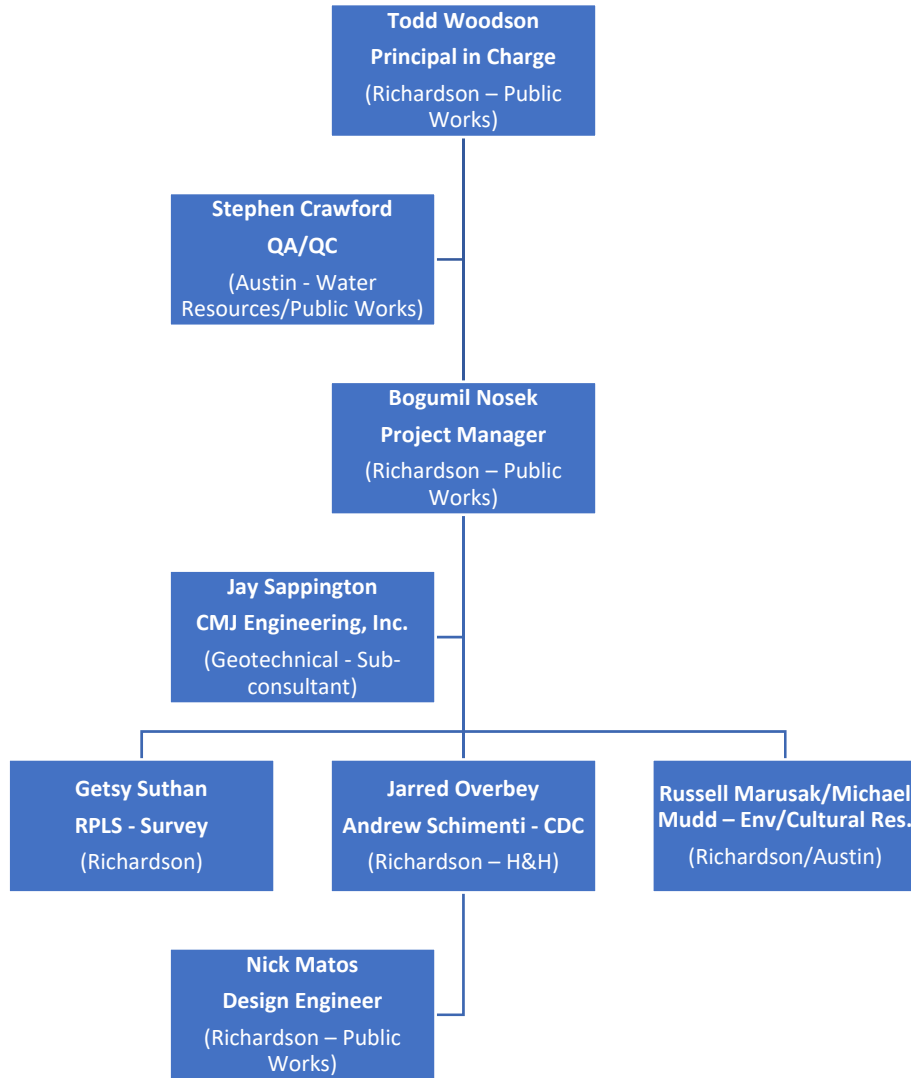




EXHIBIT "A"

Work Authorization #1  
Grand Prairie Landfill – West Fork Trinity River Erosion Protection Improvements  
Additional Scope and Fee Proposal for Design, Bidding and Construction Phase Services

ATTACHMENT "D"

PROJECT SCHEDULE

DESIGN

Council Award	Tuesday, July 5, 2021
Notice to Proceed	Thursday, July 8, 2021
Site Visit	Thursday, July 15, 2021
Preliminary Design	Thursday, September 16, 2021
City Review	Thursday, September 30, 2021
Pre-final design	Thursday, October 21, 2021
City final review	Thursday, November 4, 2021
Plans Available	Monday, November 8, 2021
Second Advertisement in Newspaper	Sunday, November 14, 2021
Mandatory Pre-Bid Meeting	Monday, November 22, 2021
Bid Opening	Monday, November 29, 2021
Bid Tabulation	Tuesday, November 30, 2021
Check References/Letter of recommendation to City	Wednesday, December 1, 2021
City staff preparation of Council Communication	Thursday, December 2, 2021
Presented to City Council for Approval and Award	Monday, December 13, 2021

CDC

Prepare and Submit CDC Exemption Application Package to City	Friday, July 16, 2021
Submit CDC Exemption Application Package to NCTCOG	Friday, July 30, 2021
USACE CDC Review (60 days)	Tuesday, September 28, 2021

CITY OF GRAND PRAIRIE  
OPERATING BUDGET EXPENDITURE INFORMATION

FUND: \_\_\_\_\_ Solid Waste Landfill LAND \_\_\_\_\_

AGENCY: \_\_\_\_\_ Solid Waste \_\_\_\_\_

ACCOUNTING UNIT: \_\_\_\_\_ 303510 \_\_\_\_\_

AVAILABLE: \_\_\_\_\_ 61485, Miscellaneous Service \$102,102 \_\_\_\_\_  
Account Code, Description, and amount available

STAFF CONTACT: \_\_\_\_\_ Patricia Redfearn \_\_\_\_\_

VENDOR NUMBER: \_\_\_\_\_ 1491 \_\_\_\_\_

VENDOR NAME: \_\_\_\_\_ Half Associates, Inc. \_\_\_\_\_

CONTINGENCY: \_\_\_\_\_ N/A \_\_\_\_\_



CITY OF GRAND PRAIRIE  
COMMUNICATION

**MEETING DATE:** 07/13/2021

**REQUESTER:** Camryn Thompson

**PRESENTER:** Andrew Fortune, Assistant to the City Manager

**TITLE:** Second Amendment to Lease Agreement Reinstating Rental Payments for 321 Firehouse GP LLC located at 321 W. Main Street

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

On April 25<sup>th</sup>, 2020, the City amended the 321 Firehouse GP LLC lease to include a temporary abatement of the full of amount the Tenant’s quarterly rental payment obligation under the Lease. This rent abatement was in response to the negative impacts of the ongoing global COVID-19 pandemic. With the return of normal operations and decline in new COVID-19 cases, staff recommends resuming rent payment through the rent schedule below:

- June 1<sup>st</sup>-30<sup>th</sup>, 2021                      25% of Contacted Amount
- July 1<sup>st</sup>-31<sup>st</sup>, 2021                      50% of Contacted Amount
- August 1<sup>st</sup>-31<sup>st</sup>, 2021                    75% of Contracted Amount
- September 1<sup>st</sup>, 2021                    Resume Original Contract at 100%

**FINANCIAL CONSIDERATION:**

None

**Second Amendment to Lease Agreement  
Reinstating Rental Payments**

This Second Amendment to Lease Agreement Reinstating Rental Payments (the “Second Amendment”), is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by and between the City of Grand Prairie, Texas (“Landlord”) and 321 Firehouse GP LLC (a/k/a Firehouse Gastro Park LLC), a Texas limited liability corporation (“Tenant”).

**Whereas**, Landlord and Tenant have entered into that certain Lease Agreement effective July 5, 2018, under which Tenant leases certain Premises described therein from Landlord for the operation of a restaurant (the “Lease”), which Lease is incorporated herein by reference; and

**Whereas**, as a condition of the Lease, Tenant is required to make quarterly rental payments to Landlord as provided in the Lease; and

**Whereas**, Tenant represented to Landlord that the COVID-19 pandemic and associated restrictions imposed by governmental authorities had resulted in significant financial hardship to Tenant’s business and earnings, and interfered with Tenant’s ability to make rental payments required under the Lease; and

**Whereas**, due to those events, Landlord and Tenant entered into that First Amendment to Lease Agreement Abating and Crediting Rent dated April 25, 2020, under which Landlord agreed to temporarily abate Tenant’s rental payment obligation under the Lease under the terms and conditions provided therein and until Tenant was permitted to resume full operations; and

**Whereas**, Landlord has determined that Tenant is permitted to resume operations and that the obligation to make rental payments should be reinstated under the terms and conditions of this Second Amendment.

**NOW THEREFORE**, and in consideration of the covenants and obligations set forth herein, Landlord and Tenant agree as follows:

1. Tenant agrees to make rental payments in accordance with the following schedule for the months of June, July, and August 2021, and that the obligation to pay the full rental due under the Lease will resume on September 1, 2021:

Monthly rental for June 1 – June 30, 2021 shall be 25% of the full monthly rental  
Monthly rental for July 1 – July 31, 2021 shall be 50% of the full monthly rental  
Monthly rental for August 1 – August 31, 2021 shall be 75% of the full monthly rental

2. Payment of the above stated rental due for the months of June, July, and August 2021 shall be made to Landlord by September 30, 2021.
3. Tenant will be in default of this Second Amendment if Tenant: 1) fails to resume rental payments as required herein; 2) gives false information intended to induce Landlord to enter this Second Amendment; 3) vacates the Premises.
4. No waiver by Landlord of any payment default under the original terms of the Lease or under this Second Amendment shall be deemed a waiver of any subsequent default.

5. Except as provided herein, all terms and conditions of the Lease will remain in full force and effect.

**IN WITNESS HEREOF**, the parties executed this Second Amendment as of the day and year first indicated above.

**LANDLORD:**

**TENANT:**

**CITY OF GRAND PRAIRIE, TEXAS,**

**321 FIREHOUSE GP LLC:**

By: \_\_\_\_\_

\_\_\_\_\_

Steve Dye  
Deputy City Manager

Jason Alan Smith



## CITY OF GRAND PRAIRIE COMMUNICATION

**MEETING DATE:** 07/13/2021

**REQUESTER:** Camryn Thompson

**PRESENTER:** Andrew Fortune, Assistant to the City Manager

**TITLE:** 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

**RECOMMENDED ACTION:** Approve

### ANALYSIS:

Firehouse Gastro Park (“FHGP”) wishes to sublease the outdoor kitchen. The Lease between the City and FHGP requires City approval for any sublease of the premises. The terms of the sublease are as follows:

- One year lease term (January 15, 2021 to January 15, 2022)
- Sublessee can use container for preparation of food for on-site or off-site sale
- Rent is \$1,000 per month, plus 10% of sublessee’s on-site sales (sales through service window facing courtyard)
- Two month rent abatement for sublessee (payments begin March 1, 2021)
- FHGP receives no portion of the sublessee’s income from sales through the service window facing W. Main or for catering services provided off-site
- Sublessee has right to use Firehouse dishwashing facilities and has 24-hour access to his container
- Sublessee and Jason have to comply with the City’s lease with FHGP
- Sublessee’s insurance is to list City as additional insured, and sublessee is to provide a copy of the certificate of insurance to the City of Grand Prairie
- Sublessee indemnifies the City in addition to FHGP

### FINANCIAL CONSIDERATION:

The rent received by FHGP from the subtenant will be counted as income for purposes of the percentage rent calculation for FHGP’s rent to the City.



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

**MEETING DATE:** 07/13/2021

**REQUESTER:** Megan Mahan

**PRESENTER:** Megan Mahan, City Attorney

**TITLE:** Authorize payment of \$63,741.94 to McGriff Insurance Services, Inc. for renewal of Cyber Liability policy number ESJ0127928264 from Underwriter's at Lloyd's of London for the period of February 4, 2021 through February 4, 2022

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

After the City suffered a ransomware attack in 2019 the City increased its cyber liability coverage in 2020. Due to an increase in cyber attacks globally and a decrease in insurers offering cyber liability policies to government entities, the cost of the City's cyber liability policy increased from \$39,375.00 to \$63,741.94.

Local Government Code §252.024 allows the City to use a licensed insurance broker as the sole broker of record to obtain proposals and coverages for insurance. McGriff Insurance Services, Inc. is the City's insurance broker of record and had requested proposals on the City's behalf. Underwriter's at Lloyd's of London provided the City's desired level of coverage at the best price.

**FINANCIAL CONSIDERATION:**

Funding in the amount of \$63,741.91 is available from FY 2021/2022 Risk Fund HR Legal Services (212110) Liability Insurance Premium (64090).





**CITY OF GRAND PRAIRIE  
ORDINANCE**

**MEETING DATE:** 07/13/2021

**REQUESTER:** Ryan Simpson, Support Services Division Manager

**PRESENTER:** Daniel Scesney, Chief of Police

**TITLE:** Ordinance amending the FY 2020/2021 Capital Improvements Projects Budget; Purchase of gas masks and related accessories from Safeware, Inc., in the amount of \$58,023 through a national interlocal with Omnia Partners

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

The Police Department's SWAT team utilizes gas masks as part of their standard-issue equipment. Over time, as the masks age, the seal around the edge of the mask degrades, rendering the mask ineffective. This has begun to occur on many of the masks. Staff is seeking to replace the SWAT team's masks.

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.

Omnia Partners (formerly 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 districts (K-12), higher education institutes, and nonprofits looking for the best overall supplier government pricing.

The gas masks and accessories the City requires are available under Omnia Partners contract# 4400008468 through Safeware, Inc., an authorized reseller. This contract was effective October 1, 2018 and set to expire September 30, 2023 with five additional one-year renewals remaining.

**FINANCIAL CONSIDERATION:**

Funding for the purchase of gas masks and related accessories from Safeware, Inc., in the amount of \$58,023 is available by approving an ordinance transferring and appropriating from the unobligated fund balance in the Police Capital Project Fund (401091) to WO #02112903 (FY21 SWAT Gas Masks)

**BODY**

**AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2020/2021 CAPITAL IMPROVEMENT PROJECT BUDGET BY TRANSFERRING AND APPROPRIATING \$58,023 FROM THE UNOBLIGATED FUND BALANCE IN THE POLICE CAPITAL PROJECT FUND (401091) TO WO #02112903 (FY21 SWAT GAS MASKS)**

**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 \$58,023 from the unobligated fund balance in the Police Capital Project Fund (401091) to WO #02112903 (FY21 SWAT Gas Masks)

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, JULY 13, 2021.**



**CITY OF GRAND PRAIRIE  
ORDINANCE**

**MEETING DATE:** 07/13/2021

**REQUESTER:** Rashad Jackson

**PRESENTER:** Rashad Jackson, Director of Planning and Development

**TITLE:** Ordinance amending the FY2020/2021 Capital Improvements Projects Budget; Professional Services Contract with Freese and Nichols, Inc. in the amount of \$88,000 for Feasibility and Cost-Effectiveness Study of annexing in Extraterritorial Jurisdiction (ETJ)

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

Due to the increased interest in development in the Extraterritorial Jurisdiction (ETJ) area of Grand Prairie, City Staff is requesting a professional services contract with Freese and Nichols, Inc. to study the feasibility and cost-effectiveness of annexing all or a portion of the City's ETJ. The study will examine project costs of serving the study area with standard city services, including utilities, roads, police and fire emergency response, parks, and other basic city services provided in the current boundaries of Grand Prairie. In addition, Freese and Nichols will analyze the projected costs of constructing new city facilities to service the area, including those envisioned in the 360 Corridor Plan. These costs will be compared to projected revenues resulting from annexation of the study area and development of the study area as envisioned by the 360 Plan.

Freese and Nichols will review and make assumptions based on the above-mentioned factors as well as a review of the City's current infrastructure CIP operations, and maintenance budgets. They will create a fiscal model to assist in annexation and land use decision making. The summary of a proposed annexation strategy following reasonable CIP and services extension will be included.

**FINANCIAL CONSIDERATION:**

Funding for the Feasibility and Cost-Effectiveness Study with Freese and Nichols, Inc. in the total amount of \$88,000 is available by appropriating and transferring from the unobligated fund balance of Streets Capital Projects Fund (400192) to W.O. 02113001.(ETJ Annexation)

**BODY**

**AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2020/2021 CAPITAL IMPROVEMENTS PROJECT BUDGET BY TRANSFERRING AND**

**APPROPRIATING \$88,000 FROM THE UNOBLIGATED FUND BALANCE IN THE STREET CAPITAL PROJECT FUND (400192) TO WO#02113001 (ETJ ANNEXATION)**

**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 \$88,000 from the unobligated fund balance in the Street Capital Project Fund (400192) to WO#02113001 (ETJ Annexation)

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, JULY 13TH, 2021.**

## CITY OF GRAND PRAIRIE CAPITAL PROJECTS BUDGET SUMMARY

Fund/Activity Account: 400192 / 02113001  
 Project Title: ETJ Annexation  
 Current Request: \$88,000.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
61041 Prof Service	\$0	\$0	\$88,000	\$88,000	\$88,000
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$88,000</b>	<b>\$88,000</b>	<b>\$88,000</b>



**CITY OF GRAND PRAIRIE  
ORDINANCE**

**MEETING DATE:** 07/13/2021

**REQUESTER:** Patricia D. B. Redfearn

**PRESENTER:** Patricia D. B. Redfearn, Ph.D., Solid Waste and Recycling Manager

**TITLE:** Amend the FY21 Solid Waste Landfill Replacement Fund Budget; Authorize and confirm the purchase of an approximate 1.91-acre tract of land located at 3499 IH30 from Gifco Properties, Inc. in the amount of \$22,000 for additional Landfill property

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

The tract is surrounded by City-owned property. (See Exhibit "A" for location) This tract is already part of the current footprint of the landfill property. The City has mowing and maintenance responsibilities of this tract already without actual ownership. Purchase of this tract would give the City complete ownership of the tract we currently maintain.

The property owner, Gifco Properties, Inc., a Delaware corporation, has agreed to sell the whole property containing approximately 1.91-acres (83,200 s.f.) for \$16,640. This is the appraised market value as determined by an independent fee appraisal. Gifco Properties, Inc., will pay property taxes up to date of closing. Property taxes will be suspended at that time.

Estimated date of closing is September 10, 2021. The City is responsible for surveying the tract and paying all closing costs.

**FINANCIAL CONSIDERATION:**

Funding for the purchase of additional landfill property in the amount of \$22,000 is available by approving an ordinance transferring and appropriating from the unobligated fund balance in Solid Waste Landfill Replacement fund to 305510-68090 Land Purchase.

**BODY**

**AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2021 SOLID WASTE LANDFILL REPLACEMENT FUND BUDGET BY TRANSFERRING AND APPROPRIATING \$22,000 TO 305510 – 60890 LAND PURCHASE.**

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

**SECTION 1.** THAT THE FY2021 Solid Waste Landfill Replacement Fund Budget be amended by transferring and appropriating \$22,000 from the unobligated fund balance to 305510-68090 Land Purchase.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, JULY 13TH, 2021.**



0.055 0 0.055 mi

Grand Prairie Maps

Date: 6/22/2021 Time: 10:44:07 AM

This data has been compiled by the City of Grand Prairie IT/GIS department. Various official and unofficial sources were used to gather this information. Every effort was made to ensure the accuracy of this data, however, no guarantee is given or implied as to the accuracy of said data.



Parcels

# EXHIBIT 'A'





## CITY OF GRAND PRAIRIE COMMUNICATION

**MEETING DATE:** 07/13/2021

**REQUESTER:** Kelly Eddlemon, Marketing Supervisor

**PRESENTER:** Cheryl De Leon, Deputy City Manager

**TITLE:** Contract with Pyro Brand Development LLC for Brand Development of EpicCentral in the amount of \$128,000, plus a contingency amount of 5% for a total project cost of \$134,400

**RECOMMENDED ACTION:** Approve

### ANALYSIS:

With the voters' recent approval of the \$75 million bond proposal which allows the city to invest in two hotels and a conference center, restaurants, an indoor adventure park, and other entertainment offerings, EpicCentral is set to become one of the top five destinations in Dallas-Fort Worth. Along with the current amenities at EpicCentral, these new additions will offer an opportunity to introduce the entire development into the market as a hub of entertainment within the metroplex. With one chance to make an impactful and successful first impression, staff feels strongly that a professional branding firm should be utilized to help refine and fully develop the EpicCentral brand. This initial brand development will serve as a foundation and a guide to the marketing and promotional efforts which will begin closer to the grand openings of the major attractions.

Upon initial evaluation of the 15 submitted proposals, the evaluation committee selected four finalists to interview and give in-person presentations. Of these finalists, the committee determined that Pyro's strategy, tactics, experiences, and diverse team best aligned with the goals and culture of the city and the EpicCentral development.

Notice of bid # 21030 was advertised in the Fort Worth Star Telegram and Public Purchase; it was distributed to 396 vendors including 5 Grand Prairie vendors and 209 HUBs. Fifteen (15) proposals were received as shown on attachment A.

This item was presented to the Finance and Government Committee on July 13, 2021 for review and approval.

### FINANCIAL CONSIDERATION:

Funding is available in FY 2020/2021 Epic Central Capital Projects Fund (360093), WO # 02015603 (Epic Central Pre Opening), Account # 61600 (Advertising/Promotions) and will be charged accordingly.

**Evaluation Score Card**  
Comprehensive Brand Development  
RFP # 21030

**Recommended**

		Pyro Dallas	Belmont Ice House Dallas	Glint Advertising Fort Worth	The Atkins Group San Antonio	North Star Place Jacksonville, FL	Sling Shot Dallas	Schaefer Advertising Fort Worth	Squires & Co (Slipher) Richardson
Evaluation Criteria	Maximum Score	Score	Score	Score	Score	Score	Score	Score	Score
Price	10.00	2.39	1.93	4.28	6.62	5.29	6.00	3.95	3.10
Firms Experience	20.00	18.00	20.00	16.00	18.00	16.00	16.00	14.00	12.00
Firm's Approach	50.00	45.00	47.50	45.00	45.00	42.50	40.00	35.00	35.00
Meets City Needs	20.00	18.00	20.00	16.00	16.00	17.00	16.00	14.00	12.00
<b>Initial Evaluation Total</b>	<b>100.00</b>	<b>83.39</b>	<b>89.43</b>	<b>81.28</b>	<b>85.62</b>	<b>80.79</b>	<b>78.00</b>	<b>66.95</b>	<b>62.10</b>
<b>Post-Interview Ranking:</b>		<b>5.00</b>	<b>4.00</b>	<b>3.00</b>	<b>2.00</b>				
<b>Complete and accurate bid</b>		✓	✓	✓	✓	✓	✓	✓	✓
<b>Notes</b>		Recommen d for Award							

		Brandera Fort Worth	GDC San Antonio	The Shop Richardson	JO Henderson Fort Worth	Audience Media Group Bryan	Ardent Creative Fort Worth	Public Info Associates (Dickie & Assoc) Plano
Evaluation Criteria	Maximum Score	Score	Score	Score	Score	Score	Score	Score
Price	10.00	5.37	3.10	9.30	3.46	10.00	6.37	1.80
Firms Experience	20.00	12.00	10.00	12.00	12.00	8.00	8.00	8.00
Firm's Approach	50.00	30.00	30.00	20.00	25.00	20.00	20.00	20.00
Meets City Needs	20.00	12.00	8.00	8.00	8.00	8.00	8.00	8.00
<b>Initial Evaluation Total</b>	<b>100.00</b>	<b>59.37</b>	<b>51.10</b>	<b>49.30</b>	<b>48.46</b>	<b>46.00</b>	<b>42.37</b>	<b>37.80</b>
<b>Complete and accurate bid</b>		✓	✓	✓	✓	✓	✓	✓
<b>Notes</b>								

Bid Tabulator: Angi Mize  
Bid Open Date: Wednesday, March 31, 2021

Bids were publically opened and read at the City of Grand Prairie Office of the Purchasing Division at the time indicated above. The bid tabulation has been verified, by tabulator, as accurate based on the Unit Cost presented by each bidder.



## RFP# 21030 - Phase 1: Branding Development

### Finalist Interviews – Team Score Sheet

	The Atkins Group	Belmont Icehouse	Pyro	Glint
<b>Evaluation Team Rating</b>	2	4	5	3

*(1=lowest score, 5=highest score)*

#### Ratings based on the following criteria:

- A more in-depth understanding of the firm's Phase 1 approach and timelines,
- Firm's presentation style/creativity,
- "Chemistry" between teams,
- Diversity of the firm's team, and
- Firm's response to the following questions/requests provided to each firm in advance of their interview:
  - What and how much work will be required of City staff vs your firm?
  - What challenges do you see that we may face in accomplishing our objective/goal of becoming a top 5 destination in DFW?
  - Further define the steps you'll take to get to the final brand.
  - Who is our audience?
  - What are some creative ideas (or further explain anything you included in your submission) specifically for EpicCentral?
  - What are some unique ideas to roll out the brand?
  - Other examples of creative work.

## CITY OF GRAND PRAIRIE CAPITAL PROJECTS BUDGET SUMMARY

Fund/Activity Account: 360093 - 02015603  
 Project Title: EPIC Central Pre-Opening  
 Current Request: \$0.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
61600 Advertising/Promotion	\$134,000	\$134,000	\$0	\$134,000	\$134,000
68450 Eng/Design	\$1,735,556	\$878,556		\$878,556	\$1,735,556
68540 Construction	\$1,601,556	\$1,601,556		\$1,601,556	\$1,601,556
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
<b>TOTAL</b>	<b>\$3,471,112</b>	<b>\$2,614,112</b>	<b>\$0</b>	<b>\$2,614,112</b>	<b>\$3,471,112</b>



## CITY OF GRAND PRAIRIE COMMUNICATION

**MEETING DATE:** 07/13/2021

**REQUESTER:** Steve Plumer, Sr. Parks Project Manager

**PRESENTER:** Duane Strawn, Director of Parks, Arts and Recreation

**TITLE:** Ordinance amending the FY2020/2021 Capital Improvement Projects Budget; Contract with The Broussard Group (TBG Partners, Inc.) in the amount of \$49,500 and approve a 5% contingency of \$2,475, for a total cost of \$51,975 for design services for PlayGrand Adventures – Tranquil Adventures; Construction Manager at Risk (CMAR) Contract with Hill & Wilkinson General Contractors (H&W) for pre-Construction services for PlayGrand Adventures – Tranquil Adventures in the amount of \$0.00 and approve a Construction Service Fee of 5% to be applied at a later time to the actual approved construction costs for the work; Contract with Whirlix Design, LLC in the amount of \$132,306 per BuyBoard agreement for playground equipment; and Contract with Site Source, Inc. in the amount of \$45,151 per BuyBoard agreement for site shade and amenities

**RECOMMENDED ACTION:** Approve

### ANALYSIS:

Phase I of the PlayGrand Adventures playground project was designed by TBG Partners, Inc. Based on their past performance and familiarity of the project and the existing plan set completed in Phase I, CMO approved the waiver of the competitive RFQ process. The fee will include design, bidding negotiations, and construction contract administration for a fee not to exceed \$49,500, along with a 5% contingency in the amount of \$2,475 for a total of \$51,975.

With the design plans at a point of needing important cost estimation and constructability review, an RFP (#21141) solicitation was advertised by the City in accordance with State law with respondents to the RFP required to submit their proposals no later than June 28, 2021. One (1) Construction Manager responded to the RFP, Hill & Wilkinson General Contractors. The proposal was reviewed and it was ultimately determined Hill & Wilkinson General Contractors met all requirements submitted in their proposal. In addition, the City of Grand Prairie would benefit from Hill & Wilkinson's experience, having served as the contractor for Phase I construction work. For the above reasons, Hill & Wilkinson General Contractors is being recommended for the Pre-Construction CMAR contract award.

The Construction Manager at Risk pre-construction services includes development of conceptual project estimates, preliminary construction schedule, value engineering considerations and constructability review during the Design Phase.

Pending determination of a final construction cost within the planned overall budget, a subsequent contract award shall be comprised of Hill & Wilkinson field and office staff (\$42,250), general conditions (\$26,226) and an approximate construction services fee based on a 5% fee (\$22,381) applied to the construction cost. A guaranteed maximum price (GMP) will ultimately be confirmed and brought before City Council for final overall project cost award and approval.

Should City Council approve Hill & Wilkinson General Contractors for the CMAR contract award as recommended, City staff will begin working with Hill & Wilkinson and the architect on finalizing design and begin the process of obtaining CMAR bids from subcontractors. Once available, the final GMP will then be presented to City Council for consideration and approval as an amendment to the initial contract.

PlayGrand Adventures playground equipment and shade structures were strategically procured through BuyBoard sourcing methods. Staff has coordinated with the architect on the design and selected components for the all-inclusive playground project.

Proposals were received through cooperative agreements as listed below:  
Whirlix Design, LLC for playground play equipment in the amount of \$132,306 as per BuyBoard contract #512-16.

Site Source, Inc for shade structure and site furniture in the amount of \$45,151 as per BuyBoard contract #512-16.

The City is purchasing equipment at this time to expedite the construction schedule due to long lead times for production of some of the playground components. The CMAR contractor will be responsible for on-site delivery, storage and installation as part of their contract.

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.

BuyBoard is able to save money by pooling the impressive purchasing power of their members, which include hundreds of school districts, municipalities, counties, other local governments, and non-profits across Texas. They use the power of numbers as leverage to get better prices with the same vendors we use now.

These items were taken to the Finance and Government Committee on July 13, 2021 for their review and recommendation for approval.

**FINANCIAL CONSIDERATION:**

Funding for PlayGrand Adventures – Tranquil Adventures Project is available by approving an ordinance transferring and appropriating \$229,432 from the unobligated fund balance in the Epic Operating Fund (3209) to the EPIC Capital Projects Fund (3208), WO #02112803 (PlayGrand – Tranquil Adventures).

**BODY**

**AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2020/2021 CAPITAL IMPROVEMENT PROJECTS BUDGET BY TRANSFERRING AND APPROPRIATING \$229,432 FROM THE UNOBLIGATED FUND BALANCE IN THE EPIC OPERATING FUND (3209) TO THE EPIC CAPITAL PROJECTS FUND (3208), WO #02112803 (PLAYGRAND – TRANQUIL ADVENTURES).**

**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 \$229,432 from the unobligated fund balance in the EPIC Operating Fund (3209) to EPIC Capital Project Fund (3208), WO #02112803 (PlayGrand – Tranquil Adventures).**

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, JULY 13, 2021.**

## CITY OF GRAND PRAIRIE CAPITAL PROJECTS BUDGET SUMMARY

Fund/Activity Account: 320893 - 02112803  
 Project Title: PlayGrand - Tranquil Adventures  
 Current Request: \$229,432.00

ACCOUNT DESCRIPTION	1 CURRENT BUDGET	2 AVAILABLE BALANCE	3 CURRENT REQUEST	2+3 REVISED BALANCE	1+3 AMENDED BUDGET
68450 Eng - Design	\$0	\$0	\$51,975	\$51,975	\$51,975
68640 Equip/Hardware	\$0	\$0	\$177,457	\$177,457	\$177,457
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
<b>TOTAL</b>	<b>\$0</b>	<b>\$0</b>	<b>\$229,432</b>	<b>\$229,432</b>	<b>\$229,432</b>



**CITY OF GRAND PRAIRIE  
EPIC FUND SUMMARY  
2020/2021**

	<u><b>2020/2021 APPR/MOD</b></u>
<b>Beginning Resources</b>	<b>\$2,955,954</b>
Approved Revenues	11,786,406
<b>TOTAL REVENUES</b>	<b><u>\$11,786,406</u></b>
Reserve for Operating	1,000,000
Reserve for Epic Waters	1,124,268
<b>TOTAL RESOURCES</b>	<b><u><u>\$16,866,628</u></u></b>
Approved Expenditures	10,209,515
<b>TOTAL EXPENDITURES</b>	<b><u>10,209,515</u></b>
Approved Appropriations	1,597,319
<b>ADD: Reduce Transfer Out to the Lending Fund</b>	<b>(299,432)</b>
<b>ADD: Transfer out to the EPIC Capital Projects Fund</b>	<b>299,432</b>
<b>TOTAL APPROPRIATIONS</b>	<b><u><u>11,806,834</u></u></b>
Reserve For Operating	1,000,000
Reserve For Epic Waters (Surplus)	1,544,268
Reserve For Pandemic Reserve	800,000
<b>Ending Resources</b>	<b><u><u>\$1,715,526</u></u></b>



## CITY OF GRAND PRAIRIE COMMUNICATION

**MEETING DATE:** 07/13/2021

**REQUESTER:** Andy Henning

**PRESENTER:** Andy Henning, Senior Building and Construction Projects Manager

**TITLE:** Construction Management Agreement with Arch-Con Corporation (Arch-Con) in the amount of \$38,910,167 for construction of the dual brand hotel and convention center within the overall EpicCentral project; owner-controlled contingency in the amount of \$1,089,833 and a budget allowance of \$350,000 for potential price escalation of construction materials for a total funding request of \$40,350,000

**RECOMMENDED ACTION:** Approve

### ANALYSIS:

In June 2019, the City of Grand Prairie began working with development associates and advisors, Concord Hospitality and Merritt Development Group, to identify companies with hotel and convention center construction management expertise similar to the planned EpicCentral project.

Once the Schematic Design phase of the dual brand hotel and convention center design was completed, pricing proposals were requested for construction management services. Initial pricing submissions were received from twelve (12) construction companies. After thorough analysis of all pricing submissions and detailed meetings with each group to verify all scope of work requirements were addressed and priced accordingly, the number of companies was shortlisted to four (4) groups based on pricing, experience and overall best value to the project.

The Design Development phase of design was then completed shortly after this shortlisting process and the remaining four (4) construction companies were asked to price the next level of design detail available in the latest drawing package. Upon receipt of the updated pricing, the same detailed analysis of the numbers took place along with meetings with each group to confirm scope of work was fully covered. As a result of this process, the number of construction companies was then shortlisted again to two (2) companies – Arch-Con Corporation and EBCO General Contractors.

Upon completion of the final Construction Documents phase of the dual brand hotel and convention center design in late 2020, both Arch-Con and EBCO were asked to provide their final pricing submissions. After careful line-by-line review to be certain the pricing of the two groups was an equal representation of the complete construction project, Arch-Con Corporation stood out as the clear choice for the project based on their extensive hospitality expertise and nearly \$4 million lower construction cost submitted.

Based on the comprehensive process pursued in regard to selection of the dual brand hotel and convention center construction management contractor, City staff and our development associates and advisors recommend Arch-Con Corporation for the EpicCentral dual brand hotel and convention center construction management contract award.

Should City Council approve Arch-Con Corporation for the construction management contract award, City staff, Concord Hospitality and Merritt Development Group will immediately begin to work more closely with Arch-Con to quickly move forward with establishing contracts with their proposed subcontractors in an effort to reduce exposure to further construction material cost increases to the greatest degree possible.

This item was taken to the Finance and Government Committee on July 13, 2021 for their review and recommendation for approval.

**FINANCIAL CONSIDERATION:**

Funding in the total amount of \$40,350,000 is available as follows:

1. \$5,000,000 is available in EPIC Central Capital Projects Fund (360093) W.O. 6272922 (EPIC Conference Center -TIF)
2. \$35,350,000 is available in EPIC Central Capital Projects Fund (360093) W.O. 6272022 (EPIC Central Construction)

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

Fund/Activity Account: 316092 / 6272922  
 Project Title: EPIC Conf Ctr-TIF  
 Current Request: \$0.00

<b>ACCOUNT DESCRIPTION</b>	<b>1 CURRENT BUDGET</b>	<b>2 AVAILABLE BALANCE</b>	<b>3 CURRENT REQUEST</b>	<b>2+3 REVISED BALANCE</b>	<b>1+3 AMENDED BUDGET</b>
68290 Furniture/Fixtures	\$1,000,000	\$1,000,000	\$0	\$1,000,000	\$1,000,000
68540 Construction	\$5,000,000	\$5,000,000	\$0	\$5,000,000	\$5,000,000
91030 Cost of Issuance	\$105,000	\$105,000	\$0	\$105,000	\$105,000
				\$0	\$0
				\$0	\$0
				\$0	\$0
				\$0	\$0
<b>TOTAL</b>	<b>\$6,105,000</b>	<b>\$6,105,000</b>	<b>\$0</b>	<b>\$6,105,000</b>	<b>\$6,105,000</b>



**CITY OF GRAND PRAIRIE  
ORDINANCE**

**MEETING DATE:** 07/13/2021

**REQUESTER:** Gabe Johnson

**PRESENTER:** Gabe Johnson, Director of Public Works

**TITLE:** Ordinance amending the FY 2020/2021 Capital Improvement Projects Budget; Change Order 1 with The Nay Company for the construction of Water Utilities Metal Fabrication Shop in the amount of \$252,630

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

On September 1, 2020 (20-10241) the City Council approved the construction design-building contract with The Nay Company for the construction of the 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.

This prefabricated metal building with concrete foundation will be used by Public Works Water Utilities for their metal fabrication shop. The building will be approximately 8,000 square feet and include basic amenities such as an office, bathroom, and parts room with mezzanine for storage above. The facility will be located at the Water Utilities' Small Hill location.

Since the contract with The Nay Company was a design-build, original construction pricing was an estimate only. After completion of the design, final pricing was higher than originally estimated. The current Change Order 1 is the actual pricing needed to construction the Water Utilities Metal Fabrication Shop. Additional expense was primarily due to increased material costs caused by the pandemic.

**FINANCIAL CONSIDERATION:**

Funding in the total amount of \$252,630 is available as follows:

1. **\$28,488** is available in Water Capital Projects Fund (500592) WO #02009203 (FY20 Beltline Facility Improvements) contract PO433549 The Nay Company contingency.
2. **\$224,142** is available by approving an ordinance transferring and appropriating from the unobligated fund balance in the Water Capital Projects Fund (500592) to WO #02009203 (FY20 Beltline Facility Improvements)

**BODY**

**AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2020/2021 CAPITAL IMPROVEMENT PROJECTS BUDGET BY TRANSFERRING AND APPROPRIATING \$224,142 FROM THE UNOBLIGATED FUND BALANCE IN THE WATER CAPITAL PROJECTS FUND (500592) TO WO #02009203 (FY20 BELTLINE FACILITY**

**IMPROVEMENTS)**

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

**SECTION 1.** THAT THE FY 2019/2020 Capital Improvement Projects Budget be amended by transferring and appropriating \$224,142 from the unobligated fund balance in the Water Capital Projects Fund (500592) to WO #02009203 (FY20 Beltline Facility Improvements)

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, JULY 13TH, 2021.**

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

Fund/Activity Account: 500592 / 02009203  
 Project Title: FY20 Beltline Facility Improv  
 Current Request: \$224,142.00

<b>ACCOUNT DESCRIPTION</b>	<b>1 CURRENT BUDGET</b>	<b>2 AVAILABLE BALANCE</b>	<b>3 CURRENT REQUEST</b>	<b>2+3 REVISED BALANCE</b>	<b>1+3 AMENDED BUDGET</b>
63070 Furniture/Fixtures Maint	\$46,751	\$1	\$0	\$1	\$46,751
68014 HVAC Systems	\$70,913	\$0	\$0	\$0	\$70,913
68385 Bldg Mgmt System	\$64,495	\$10,605	\$0	\$10,605	\$64,495
68540 Construction	\$1,546,004	\$4,885	\$224,142	\$229,027	\$1,770,146
68560 Eng/Con/Geo	\$4,650	\$0	\$0	\$0	\$4,650
				\$0	\$0
				\$0	\$0
<b>TOTAL</b>	<b>\$1,732,813</b>	<b>\$15,491</b>	<b>\$224,142</b>	<b>\$239,633</b>	<b>\$1,956,955</b>



**CITY OF GRAND PRAIRIE  
ORDINANCE**

**MEETING DATE:** 07/13/2021

**REQUESTER:** Ryan Simpson, Support Services Division Manager

**PRESENTER:** Daniel Scesney, Chief of Police; Ryan Simpson, Support Services Division Manager

**TITLE:** Ordinance amending the FY 2021 Red Light Safety Fund; Price agreement for the purchase of police technology and services from Axon, Inc., through a national interlocal agreement with Sourcewell, at a first-year cost of \$625,000. This agreement will be for one year, with the option to renew for nine additional one-year periods, totaling \$14,650,150 if all extensions are exercised; Authorize the City Manager to execute the renewal options with aggregate price fluctuations of up to \$50,000 so long as sufficient funding is appropriated by the City Council to satisfy the City’s obligation during the renewal terms

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

The Police Department has utilized Axon CEWs (Conducted Electrical Weapons) “Tasers” for many years, and Axon body cameras and dash cameras for the last five years. The City entered into its current five-year agreement with Axon in 2017. With the expiration of that agreement approaching, the Police Department has worked with Axon over the last several months to develop a new agreement to best suit the Department’s current and future needs.

The proposed ten-year purchase agreement will provide the Police Department with new Tasers, body cameras, dash cameras, virtual reality training, device GPS monitoring, and numerous other new hardware and software services that are not part of the current agreement. The Department will also receive hardware upgrades to the Tasers and cameras several times throughout the duration of the proposed new agreement, at no additional cost. Additionally, the proposed new agreement includes a development partnership with Axon for its Computer Aided Dispatch (CAD), Records Management System (RMS), and Jail Management System (JMS) services. This will allow the Department to have formal input on the development of these services, with the intent to begin using these services in FY 2023 or FY 2024.

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 Sourcewell.

Axon Inc’s. Sourcewell contract 010720-AXN began February 21, 2020 and will expire February 21, 2024, with one additional one year extension available.

**FINANCIAL CONSIDERATION:**

Funding for the first year in the amount of \$625,000, is available in the unobligated fund balance of the Red Light Safety Fund. Funding for future fiscal years will be paid from that year’s approved budgets.

<b>Proposed Payment Schedule</b>	
FY 2021	\$624,999.40
FY 2022	\$762,454.00
FY 2023	\$1,632,454.00
FY 2024	\$1,927,454.01
FY 2025	\$1,995,454.10
FY 2026	\$1,541,466.40
FY 2027	\$1,541,466.40
FY 2028	\$1,541,467.23
FY 2029	\$1,541,467.23
FY 2030	\$1,541,467.23
<b>TOTAL</b>	<b>\$14,650,150.00</b>

**BODY:**

**AN ORDINANCE OF THE CITY OF GRAND PRAIRIE, TEXAS, AMENDING THE FY 2021 RED LIGHT SAFETY FUND BY TRANSFERRING AND APPROPRIATING \$625,000 FROM THE UNOBLIGATED FUND BALANCE IN THE RED LIGHT SAFETY FUND FOR THE PURCHASE OF AXON POLICE TECHNOLOGY AND SERVICES**

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

**SECTION 1.** THAT THE FY 2021 Red light Safety Fund be amended by transferring and appropriating \$625,000 from the unobligated fund balance in the Red Light Safety Fund for the purchase of Axon police technology and services.

**PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAND PRAIRIE, TEXAS, ON JULY 13, 2021.**

**CITY OF GRAND PRAIRIE  
RED LIGHT SAFETY  
2020/2021**

	<b>2020/2021 APPR/MOD</b>
<b>Beginning Resources</b>	<b>\$2,523,896</b>
Approved Revenues	0
<b>TOTAL REVENUES</b>	<b>\$0</b>
<b>Reserve for encumbrance</b>	<b>\$0</b>
<b>TOTAL RESOURCES</b>	<b>\$2,523,896</b>
Approved Expenditures	0
Police Related Equipment Added 11.03.2020	550,635
<b>Add: AXON Contract</b>	<b>625,000</b>
<b>TOTAL EXPENDITURES</b>	<b>\$1,175,635</b>
<b>TOTAL APPROPRIATIONS</b>	<b>\$1,175,635</b>
<b>Ending Resources</b>	<b>\$1,348,261</b>



## CITY OF GRAND PRAIRIE COMMUNICATION

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**MEETING DATE:** 07/13/2021

**REQUESTER:** Megan Mahan

**PRESENTER:** Megan Mahan, City Attorney

**TITLE:** Agreement regarding Ground Lease with CNP6 Real Estate LLC and Great Southern Bank

**RECOMMENDED ACTION:** Approve

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### ANALYSIS:

This is an intercreditor agreement between the City (Landlord), Chicken N Pickle (Tenant), and Chicken N Pickle's lender. It governs the parties' rights and obligations with respect to the Ground Lease and Tenant's Lender's Loan Collateral, including the rights and obligations of Landlord and Tenant's Lender in the event that Tenant defaults non Tenant's Loan or on the Ground Lease.

### .FINANCIAL CONSIDERATION:

none



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

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**MEETING DATE:** 07/13/2021

**REQUESTER:** Megan Mahan

**PRESENTER:** Megan Mahan, City Attorney

**TITLE:** Intercreditor Agreements for Bolder Adventure Park: Tri-Party Agreement with Bolder One, LLC and Plains State Bank; Lease Estoppel with Bolder One, LLC, Greater Texas Capital Corporation, and Lincoln Capital Management

**RECOMMENDED ACTION:** Approve

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**ANALYSIS:**

These two documents are intercreditor agreements between the City (Landlord), Bolder One, LLC (Tenant), and Tenant's lenders. It governs the parties' rights and obligations with respect to the Ground Lease and Tenant's Lender's Loan Collateral, including the rights and obligations of Landlord and Tenant's Lender in the event that Tenant defaults non Tenant's Loan or on the Ground Lease.

**.FINANCIAL CONSIDERATION:**

none



**CITY OF GRAND PRAIRIE  
COMMUNICATION**

**MEETING DATE:** 07/13/2021

**REQUESTER:** Megan Mahan

**PRESENTER:** Megan Mahan, City Attorney

**TITLE:** Resolution Authorizing Lease with Option to Purchase between Grand Prairie Local Government Corporation and Zavala's Barbecue, LLC for 103 SW 5th Street and 151 SW 5th Street; identify Zavala's Barbecue, LLC as a business suitable for expansion within the City

**RECOMMENDED ACTION:** Approve

**ANALYSIS:**

The Grand Prairie Local Government Corporation ("Downtown LGC) purchased 103 SW 5th Street and 151 SW 5th Street, and has identified Zavala's Barbecue, LLC as a business suitable for retention and expansion within the City under the economic development program established through the Chapter 380 Agreement between the Downtown LGC and the City. The 380 Agreement requires City approval for any sale of property. Because this lease includes an Option to purchase, City approval is required for this transaction.

**.FINANCIAL CONSIDERATION:**

None

**BODY:**

**RESOLUTION AUTHORIZING THE GRAND PRAIRIE LOCAL GOVERNMENT CORPORATION TO ENTER INTO A LEASE WITH OPTION TO PURCHASE FOR 103 SW 5TH STREET AND 151 SW 5TH STREET WITH ZAVALA'S BARBECUE, LLC**

**WHEREAS,** as a manner of assisting the City in City's governmental functions relating to the promotion of economic development within the City, City desired GPLGC to establish a program, in coordination with City's economic development programs, to purchase and consolidate ownership or real property within the City that has been identified as suitable for the location, relocation, and/or expansion of businesses within the City ("the Program"); and

**WHEREAS**, the Board of Directors has entered into a Chapter 380 Program Agreement for Economic Development Incentives to create the Program;

**NOW THEREFORE, BE IT RESOLVED, THE BOARD OF DIRECTORS OF THE GRAND PRAIRIE LOCAL GOVERNMENT CORPORATION, TEXAS THAT:**

**SECTION 1.** The Lease and Option to Purchase for 103 SW 5th Street and 151 SW 5th Street between the GPLGC and Zavala’s Barbecue, LLC hereby meets the criteria established in the Program and Zavala’s Barbecue, LLC is a suitable business for the expansion and retention of said business within the City.

**SECTION 2.** It is hereby determined to be in the best interests of the City of Grand Prairie, Texas, the Local Government Corporation and its inhabitants to enter into this agreement. Said transaction will stimulate business and commercial activity in the City.

**SECTION 3.** This resolution shall become effective immediately upon its passage and approval.

**DULY PASSED AND APPROVED BY THE CITY OF GRAND PRAIRIE ON THE 13TH DAY OF JULY, 2021**