



CITY OF GRAPEVINE, TEXAS
REGULAR JOINT MEETING OF
CITY COUNCIL AND PLANNING AND ZONING COMMISSION
TUESDAY, APRIL 21, 2020

GRAPEVINE CITY HALL, COUNCIL CHAMBERS
200 SOUTH MAIN STREET
GRAPEVINE, TEXAS

In accordance with Orders of the Office of the Governor of the State of Texas, the Grapevine City Council will conduct the meeting scheduled at 7:30 pm on April 21, 2020 in the Council Chambers at 200 South Main Street, by telephone conference in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) to slow the spread of the Coronavirus (COVID-19). The Mayor and Members of City Council may attend this meeting in person.

There will be no public access to the location described above. The meeting will be livestreamed on the City’s website at www.grapevintexas.gov.

This supplemental written notice, the meeting agenda, and the agenda packet are posted online at www.grapevintexas.gov.

The public toll-free dial-in number to participate in the telephonic meeting is 1-210-469-4097. The audio conference PIN is 412 513 58#.

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting. Starting at 5:00 pm on Monday, April 20, citizens can submit a Citizen Appearance request form from the City’s website at <https://www.grapevintexas.gov/89/Agendas-Minutes>. During the meeting, the names of those that have submitted a form will be called on to speak in the order the forms were received. The deadline to submit requests will be 5:00 pm on Tuesday, April 21.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

CALL TO ORDER: 7:30 p.m. – City Council Chambers

1. Invocation and Pledge of Allegiance: Council Member Leon Leal

JOINT PUBLIC HEARINGS

There were not any items submitted for Planning and Zoning Commission consideration. Therefore, the Planning and Zoning Commission will not meet.

CITIZEN COMMENTS

2. Any person who is not scheduled on the agenda may address the City Council under Citizen Comments or on any other agenda item by completing a Citizen Appearance Request form with the City Secretary. A member of the public may address the City Council regarding an item on the agenda either before or during the Council's consideration of the item, upon being recognized by the Mayor or upon the consent of the City Council. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action during Citizen Comments.

PRESENTATIONS

3. Emergency Management Coordinator to present update on the COVID-19 pandemic.

NEW BUSINESS

4. Consider a contract for a Guaranteed Maximum Price for the construction of the Golf Course Clubhouse with Steele & Freeman, Inc. and **Ordinance No. 2020-017** appropriating funds.

CONSENT AGENDA

Consent items are deemed to need little Council deliberation and will be acted upon as one business item. Any member of the City Council or member of the audience may request that an item be withdrawn from the consent agenda and placed before the City Council for full discussion. Approval of the consent agenda authorizes the City Manager, or his designee, to implement each item in accordance with Staff recommendations.

5. Consider **Resolution No. 2020-007** reimbursing the amount of \$4,900,000 so the City will have the option of reimbursing itself through a future certificate of obligations debt issuance. Chief Financial Officer recommends approval.
6. Consider **Ordinance No. 2020-018** appropriating funds for payments to the City of Dallas and the City of Fort Worth in accordance with Senate Bill 569 Revenue Sharing Agreement. Chief Financial Officer recommends approval.
7. Consider an annual contract for janitorial supplies with Empire Paper. Chief Financial Officer recommends approval.
8. Consider an annual contract for insurance consultant services for group health benefits with McGriff, Seibels & Williams Insurance Services. Chief Financial Officer recommends approval.

9. Consider the renewal of an annual contract for safety consultant services with Commercial Risk Services, Inc. Chief Financial Officer recommends approval.
10. Consider the purchase of personal protective equipment from North America Fire Equipment Company, Inc. Fire Chief recommends approval.
11. Consider the renewal of an annual contract for hauling of debris and aggregates with Q. Roberts Trucking, Inc. Public Works Director recommends approval.
12. Consider a contract for design of the State Highway 26 fiber extension and Northwest Highway/State Highway 114 Signal Detection with Kimley-Horn and Associates. Public Works Director recommends approval.
13. Consider the purchase of roof restoration services for The REC, the Grapevine Library and City Hall from Weatherproofing Services. Public Works Director recommends approval.
14. Consider the purchase of LED fixtures for the Grapevine Library from Facility Solutions Group. Public Works Director recommends approval.
15. Consider the minutes of the April 7, 2020 Regular City Council meeting. City Secretary recommends approval.

Pursuant to the Texas Open Meetings Act, Texas Government Code, Chapter 551.001 et seq, one or more of the above items may be considered in Executive Session closed to the public. Any decision held on such matter will be taken or conducted in open session following conclusion of the executive session.

ADJOURNMENT

In accordance with the Open Meetings Law, Texas Government Code, Chapter 551, I hereby certify that the above agenda was posted on the official bulletin boards at Grapevine City Hall, 200 South Main Street and on the City's website on April 17, 2020 by 5:00 p.m.

Tara Brooks

Tara Brooks, TRMC, CRM
City Secretary



This meeting can be adjourned and reconvened, if necessary, the following regular business day.

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL OF GUARANTEED MAXIMUM PRICE CONTRACTOR FOR CONSTRUCTION OF THE GRAPEVINE GOLF COURSE CLUBHOUSE

RECOMMENDATION: City Council to consider a contract for a guaranteed maximum price for the construction of the Golf Course Clubhouse with Steele & Freeman, Inc., and approval of an ordinance appropriating funds.

FUNDING SOURCE: Upon approval, funding is available in the General Facilities Capital Projects Fund - 177 for an amount not to exceed \$3,879,848.

BACKGROUND: Approval of this contract will provide authorization for Steele & Freeman, Inc., to construct the new Grapevine Golf Course Clubhouse as approved by Grapevine voters in the 2017 bond election. The project has a guaranteed maximum price (GMP) not to exceed \$3,879,848.

In 2018 the architect firm Thiel & Thiel was selected to design the new Grapevine Golf Clubhouse. In the same year, City staff began working with the Construction Manager at Risk (CMAR) Steele & Freeman, Inc., an experienced Fort Worth based commercial and institutional construction firm.

The staff from Steele & Freeman, Inc., Thiel & Thiel and City have worked diligently over the past months to complete the design and budget of the Grapevine Golf Clubhouse with a guaranteed maximum price of \$3,879,848 with design, engineering and owner costs of \$918,086 for a total project cost of \$4,797,934 all within the voter approved amount of \$4,800,000.

As you recall, the voter approved amount in 2017 was \$24.7 million for the four building projects (fire stations 2 and 3, the animal shelter and the golf course clubhouse) with this approval we know that all four project guaranteed maximum price amounts are within the voter approved total amount.

Staff recommends approval.

JB

ORDINANCE NO. 2020-017

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS APPROPRIATING \$4,800,000 IN THE CAPITAL PROJECT FUND 177 FOR THE PURPOSE OF DESIGNING, CONSTRUCTING, IMPROVING, RENOVATING, EXPANDING, EQUIPPING AND FURNISHING THE GRAPEVINE GOLF CLUBHOUSE; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Grapevine desires to design and construct a new Golf Clubhouse fulfilling the desires of the City of Grapevine voters from the passage of the November 7, 2017 Bond Election.; and

WHEREAS, the City of Grapevine voters approved the November 7, 2017 Bond Election in part for a new Golf Clubhouse; and

WHEREAS, the City's Council approved a reimbursement resolution in part for the new Golf Clubhouse on May 1, 2018; and

WHEREAS, the City sold the GO Refunding and Improvement Bonds Series 2019 on June 04, 2019 in part for \$4,800,000 to design, construct, improve, renovate, expand, equip and furnish the new Golf Clubhouse; and

WHEREAS, the City desires to appropriate \$4,800,000 in the Capital Project Fund 177 for the purpose of designing, constructing, improving, renovating, expanding, equipping and furnishing the new Golf Clubhouse; and

WHEREAS, the City Council deems the adoption of this ordinance is in the best interests of the health, safety, and welfare of the public.

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

Section 1. That all matters stated herein above are true and correct and are incorporated herein by reference, as if copied in their entirety.

Section 2. That the City Council hereby appropriates the funding.

Section 3. That the City Council hereby authorizes an amount of \$4,800,000 to be appropriated.

Section 4. That this ordinance shall take effect immediately upon passage by the City Council of the City of Grapevine, Texas.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 21st day of April, 2020.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary

APPROVED AS TO FORM:

City Attorney

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: APRIL 21, 2020

SUBJECT: A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE REIMBURSEMENT OF EXPENDITURES TO BE INCURRED FROM FUTURE DEBT ISSUANCES

RECOMMENDATION: City Council to consider adopting a reimbursement resolution in the amount of \$4,900,000 so the City will have the option of reimbursing itself through a future certificate of obligations debt issuance.

FUNDING SOURCE: Upon approval of the attached reimbursement resolution, funds in an estimated amount of \$4,900,000 will be available in the Capital Projects Fund.

BACKGROUND: On February 24, 2020, City Council completed a workshop relative to Capital Planning relative to streets and related infrastructure. During that meeting, staff presented a series of projects that focused primarily on enhancing the City's street maintenance program, signals, markings and signs.

This action will allow for: 1) staff to begin letting contracts for that work and 2) reimbursement resulting in this summer's planned debt issuance.

Therefore, staff is seeking the approval of the attached reimbursement resolution expressing intent to finance expenditures to be incurred for paving, designing, engineering, constructing, reconstructing and renovating streets, roadways and projects as required in the City.

Staff recommends approval.

GJ

RESOLUTION NO. 2020-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY COUNCIL OF GRAPEVINE, TEXAS, AUTHORIZING THE REIMBURSEMENT OF EXPENDITURES TO BE INCURRED FROM FUTURE CERTIFICATE OF OBLIGATIONS AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Grapevine (the "City") is a municipal corporation and political subdivision of the State of Texas authorized to finance its activities by issuing obligations; and

WHEREAS, the City will make, or has made not more than 60 days prior to the date hereof, payments with respect to the design, engineering, acquisition, construction, reconstruction or renovation of the projects listed on Exhibit "A" attached hereto (collectively, the "Financed Projects"); and

WHEREAS, the City has concluded that it does not currently desire to issue obligations to finance the costs associated with the Financed Project; and

WHEREAS, the City desires to reimburse itself for the costs associated with the Financed Project from the proceeds of obligations to be issued subsequent to the date hereof; and

WHEREAS, the City reasonably expects to issue obligations to reimburse itself for the costs associated with the Financed Projects; and

WHEREAS, all constitutional and statutory prerequisites for the approval of this resolution have been met, including but not limited to the Open Meetings Act; and

WHEREAS, the City Council deems the adoption of this resolution to be in the best interest of the health, safety, and welfare of the public.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS:

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That the City reasonably expects to reimburse itself for costs that have been or will be paid subsequent to the date that is 60 days prior to the date hereof and that are to be paid in connection with the design, engineering, acquisition, construction, reconstruction or renovation of the Financed Projects from the proceeds of obligations to be issued subsequent to the date hereof.

Section 3. The City reasonably expects that the maximum principal amount of obligations issued to reimburse the City for the costs associated with the Financed Projects will be \$4,900,000.

Section 4. Unless otherwise advised by bond counsel, any reimbursement allocation will be made not later than 18 months after the later of (1) the date the original expenditure is paid or (2) the date on which the Financed Project to which the expenditure relates is placed in service or abandoned, but in no event more than three years after the original expenditure is paid.

Section 5. That this resolution shall take effect from and after the date of its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 21st Day of April, 2020.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary

APPROVED AS TO FORM:

City Attorney

EXHIBIT "A"

DESCRIPTION OF PROJECT

<u>Purpose/Project</u>	<u>Amount</u>
Designing, engineering, constructing, reconstructing and renovating streets, roadways and projects as required in the City.	\$4,900,000

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL OF AN ORDINANCE APPROPRIATING FUNDS FOR REQUIRED PAYMENTS ASSOCIATED WITH DFW AIRPORT REVENUE SHARING AGREEMENT IN ACCORDANCE WITH SENATE BILL 569

RECOMMENDATION: City Council to consider the approval of an ordinance appropriating funds for payments to the City of Dallas and the City of Fort Worth in accordance with Senate Bill 569 Revenue Sharing Agreement.

FUNDING SOURCE: Upon approval of the attached ordinance, funding in the amount of \$1,209,175 will be available in the General Fund.

BACKGROUND: In September of 2001, the Texas Legislature enacted S.B. 569 mandating a revenue sharing plan for the City of Grapevine and DFW Airport. The agreement requires the City to share certain revenues generated within the boundaries of the Dallas/Fort Worth International Airport with constituent agencies including the City of Dallas and the City of Fort Worth.

When the bill was created, the State Research Center's bill analysis concluded that the City of Grapevine received approximately \$11 million in taxes generated at the airport. The enacted version of S.B. 569 set the base year at \$5,941,780, as it excluded the I&S portion of the property tax as well as Hotel Occupancy Tax revenue.

The amount mandated to be paid is 2/3 of the excess of the base year amount of \$5,941,780 established in Fiscal Year 2000. Fiscal Year 2019 shared revenues were \$7,758,043 exceeding base year revenue by \$1,816,263. The cost of the required audit of the results was \$2,500 which reduces the amount of revenue to be shared to \$1,813,763. The shared amounts to be paid to the Cities of Dallas and Fort Worth are \$769,475 and \$439,700 respectively which represents 2/3 of the total shared revenue.

The FY20 Adopted Budget included \$800,000 for this purpose. However, the total payments of \$1,209,175 exceeded the adopted budget by \$409,175 necessitating the attached appropriation ordinance.

**Independent Accountant's Report
on Applying Agreed-Upon Procedures**

To the Honorable Mayor and
Members of City Council
City of Grapevine, Texas

We have performed the procedures enumerated below, which were agreed to by the City of Grapevine, Texas (the City), solely to assist in evaluating management's compliance with the procedures defined by the State of Texas Transportation Code, Sec. 22.089, Airport Revenue of Nonconstituent Municipalities (the Code) for the year ended September 30, 2019. Management of the City is responsible for its compliance with the Code. The sufficiency of these procedures is solely the responsibility of those parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

The procedures that we performed and related findings are as follows:

1. We verified the mathematical accuracy of the City of Grapevine's excess revenue calculation as defined by the State of Texas Transportation Code, Section 22.089, by agreeing information in the calculation to supporting documentation for the year ended September 30, 2019.
2. We recalculated the amount of increased revenues in excess of base year revenues to be allocated to the City and Dallas and Fort Worth. Our calculations indicated no difference in the total amounts to be allocated.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to, and did not conduct an examination or review, the objective of which would be the expression of opinion or conclusion, respectively, on the specified elements of revenue. Accordingly, we do not express such an opinion or conclusion.

Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the specified parties and is not intended to be and should not be used by anyone other than these specified parties.

Weaver and Tidwell, L.L.P.

WEAVER AND TIDWELL, L.L.P.

Dallas, Texas
March 18, 2020

Dallas Fort Worth Revenue Share Calculation

	FY 2000	FY 2017 Actual	FY 2018 Actual	FY 2019	Increase Year
	Amount Actual			Amount	over Year
	(tax year 1999)	tax year 2016	Tax Year 2017	Tax Year 2018	
Property Tax Non-Franchise	2,903,440	1,187,206	1,531,382	1,618,776	
Property Tax On Franchise	55,570	56,134	67,034	66,011	
Total Property Tax	2,959,010	1,243,340	1,598,415	1,684,787	86,372
Franchise Revenue	450,839	1,394,438	1,414,629	1,400,243	(14,386)
Sales Tax- Non List Filers	1,596,744	3,294,701	3,357,959	3,667,829	
Sales Tax - List Filers	281,740	-	-	-	
Sales Tax - Utilities	64,590	8,079	9,561	5,917	
Total Sales Tax	1,943,073	3,302,779	3,367,520	3,673,746	306,226
Mixed Beverage Revenue	243,848	650,577	697,436	856,119	158,683
Court Revenue	345,011	115,808	132,021	143,148	11,127
Total Revenue	5,941,780	6,706,942	7,210,021	7,758,043	548,022

Calculation of Revenue Share

Excess Over base Year	765,162	1,268,241	1,816,263	548,022
Grapevine % (1/3 of total)	255,054	422,747	605,421	182,674
Dallas % (7/11 of 2/3 of Total)	324,429	538,042	770,536	232,494

Fort Worth % (4/11 of 2/3 of Total)	185,679	307,452	440,306	132,854
Total Revenue Share	765,162	1,268,241	1,816,263	548,022
Total Paid to Dallas/Fort Worth	510,108	845,494	1,210,842	365,348

Calculation of Share of Audit Expense

Grapevine % (1/3 of total)	833
Dallas % (7/11 of 2/3 of Total)	1,061
Fort Worth % (4/11 of 2/3 of Total)	606
Total Audit Cost	2,500

FINAL REVENUE SHARE CALCULATION

Grapevine % (1/3 of total)	604,588
Dallas % (7/11 of 2/3 of Total)	769,475
Fort Worth % (4/11 of 2/3 of Total)	439,700
TOTAL PAID TO DALLAS/FORTH WORTH	1,209,175

ORDINANCE NO. 2020-018

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, REVISING THE ADOPTED BUDGET FOR THE FISCAL YEAR ENDING IN 2020; PROVIDING FOR THE TRANSFER OF THE FUNDS; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Grapevine entered into a DFW Revenue Sharing Agreement with the DFW Airport and the Cities of Dallas and Fort Worth, Texas per Senate Bill 569; and

WHEREAS, the agreement indicates that revenues within the Dallas Fort Worth International Airport are to be shared if they exceed amounts in fiscal year 2000 base year of \$5,941,780. The amount will be split 7/11 to Dallas and 4/11 to Fort Worth, net of accountant's fees; and

WHEREAS, the funding for payments associated with the DFW Revenue Sharing Agreement shall be appropriated from General Fund Balance in the amount of \$409,175; representing the excess amount over the 2020 Operating Budget; and

WHEREAS, the funding for the Sharing Agreement should be paid from the General Fund; and

WHEREAS, all constitutional and statutory prerequisites for the approval of this ordinance have been met, including but not limited to the Open Meetings Act; and

WHEREAS, the City Council deems the adoption of this ordinance to be in the best interests of the health, safety, and welfare of the public.

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

Section 1. That all matters stated hereinabove are found to be true and correct and are incorporated herein by reference as if copied in their entirety.

Section 2. That the City Council hereby authorizes the appropriation of funds currently in the General Fund Balance to the General Fund in an amount of \$409,175.

Section 3. That a copy of the revised Fiscal Year 2019-2020 Operating Budget document shall be kept on file in the office of the City Secretary and on the City of Grapevine website.

Section 4. That the terms and provisions of this ordinance shall be deemed to be severable, and that if the validity of any section, subsection, word, sentence or phrase shall be held to be invalid, it shall not affect the remaining part of this ordinance.

Section 5. That the fact that the present ordinances and regulations of the City of Grapevine, Texas are inadequate to properly safeguard the health, safety, morals, peace and general welfare of the inhabitants of the City of Grapevine, Texas, creates an emergency for the immediate preservation of the public business, property, health, safety, and general welfare which requires that this ordinance shall take effect immediately from and after its passage and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 21st day of April, 2020.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary

APPROVED AS TO FORM:

City Attorney

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL FOR AN ANNUAL CONTRACT FOR JANITORIAL SUPPLIES

RECOMMENDATION: City Council to consider the approval of an annual contract for janitorial supplies with Empire Paper for City departments.

FUNDING SOURCE: Funds are available in the General Fund/Warehouse Inventory budget (100-14111-0000-000) for an annual estimated amount of \$30,000.

BACKGROUND: The purpose of this bid is to establish fixed, indefinite quantity, annual pricing for janitorial supplies to be purchased on an as-needed basis for all City departments and stocked in the Municipal Service Center warehouse. The contract provides a wide assortment of supplies which allows for online ordering through a web-based catalog.

This purchase will be made in accordance with an existing interlocal agreement with the Region VIII Education Service Center in Texas (TIPS) as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791. This contract is for an initial three-year period, with one optional, one-year renewal.

Bids were taken by the Cooperative and a contract was awarded to Empire Paper. The Purchasing staff reviewed the contract for specification compliance and pricing and determined that the contract would provide the best service and pricing for meeting the needs of the City.

Staff recommends approval.

LW

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL OF AN ANNUAL CONTRACT FOR INSURANCE CONSULTANT SERVICES FOR GROUP HEALTH BENEFITS

RECOMMENDATION: City Council to consider the approval of an annual contract for insurance consultant services for group health benefits with McGriff, Seibels & Williams Insurance Services for the Risk Department.

FUNDING SOURCE: Funds for this purchase are available in account 100-44540-109-001 (Professional Services) for an amount not to exceed \$50,000.

BACKGROUND: In April 2019, City Council approved a contract for the consultant to assist with insurance placement for medical, dental, vision, life, disability and stop loss insurance coverage. The consultant also ensures that benefit designs are consistent with the strategic benchmarks, provides compliance tools and legislative information and provides data analysis on plans and performance. The contract was for an initial one-year period with a one-year renewal option. If approved, this will be the final renewal.

This procurement will be made in accordance with Local Government Code Chapter 252, Subchapter B, § 252.022. General Exemptions (a) (4), professional services.

Staff recommends approval.

MH/LW

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER **BR**

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL TO RENEW AN ANNUAL CONTRACT FOR SAFETY CONSULTANT SERVICES

RECOMMENDATION: City Council to consider the renewal of an annual contract for safety consultant services with Commercial Risk Services, Inc. for the Risk Department.

FUNDING SOURCE: Funds for this purchase are available in account 100-44540-109-001 (Professional Services) for an amount not to exceed \$36,000.

BACKGROUND: In 2016, the City Council approved a contract with Commercial Risk Services to provide safety consulting services in the areas of education, compliance and best practice training.

This program is a best practice for risk management. Specific areas of focus include: electrical, personal protective equipment, heat stress awareness, back safety, hazard communications, driving, heavy equipment, trips and falls. The program is dynamic and will respond as other topics become necessary due to experience or regulatory changes.

A committee made up of Risk Management, Parks and Recreation, and Public Works staff met with and interviewed proposed safety consultants. The committee agreed unanimously that Commercial Risk Services will provide the best service for the City. The safety consultant services contract was for one year with four optional, one year renewals. If approved, this will be the final renewal.

Staff recommends approval.

MH/LW

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER ^{BR}

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL FOR THE PURCHASE OF PERSONAL PROTECTIVE EQUIPMENT FOR THE FIRE DEPARTMENT

RECOMMENDATION: City Council to consider approval for the purchase of personal protective equipment (fire structural gear/bunker gear) from North America Fire Equipment Company, Inc. for the Fire Department.

FUNDING SOURCE: Funds are available in the Operator Supplies - Fire budget (177-42200-210-003-170001-1) for an amount not to exceed \$40,206.

BACKGROUND: This purchase is to comply with Texas Commission on Fire Protection (TCFP) rules and regulations. TCFP mandates that all personnel protective ensembles (fire structural gear/bunker gear) must be replaced every 10 years. This purchase will replace all needed sets.

This purchase will be made in accordance with an existing interlocal agreement with The National Purchasing Partners (NPPGov) as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791.

Bids were taken by the Cooperative and a contract was awarded to North America Fire Equipment Company, Inc. (NAFECO). The Fire and Purchasing staff reviewed the contract for departmental specification compliance and pricing and determined that the contract would best meet the needs of the City.

Staff recommends approval.

JS/LW

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL FOR THE RENEWAL OF AN ANNUAL CONTRACT FOR HAULING OF DEBRIS AND AGGREGATES

RECOMMENDATION: City Council to consider the renewal of an annual contract for hauling of debris and aggregates with Q. Roberts Trucking, Inc. for the Public Works Street Department.

FUNDING SOURCE: Funds for this purchase are available in account 174-43301-415-090 (Transportation Infrastructure Maintenance) for an annual estimated amount of \$100,000.

BACKGROUND: The purpose of this contract is to establish fixed annual pricing for hauling of various types of debris and aggregates which will be removed from construction or maintenance projects performed by City crews.

Bids were taken in accordance with Local Government Code Chapter 252, Subchapter B, Section 252.021 (a) and Section 252.041 (a). The contract was for an initial one-year period with four, one-year renewal options. If approved, this will be the second renewal available.

Staff recommends approval.

KH/LW

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL OF ENGINEERING CONTRACT FOR FIBER DESIGN ALONG NORTHWEST HIGHWAY AND STATE HIGHWAY 26

RECOMMENDATION: City Council consider approving a contract for design of the State Highway 26 Fiber Extension and Northwest Highway/State Highway 114 Signal Detection with Kimley-Horn and Associates.

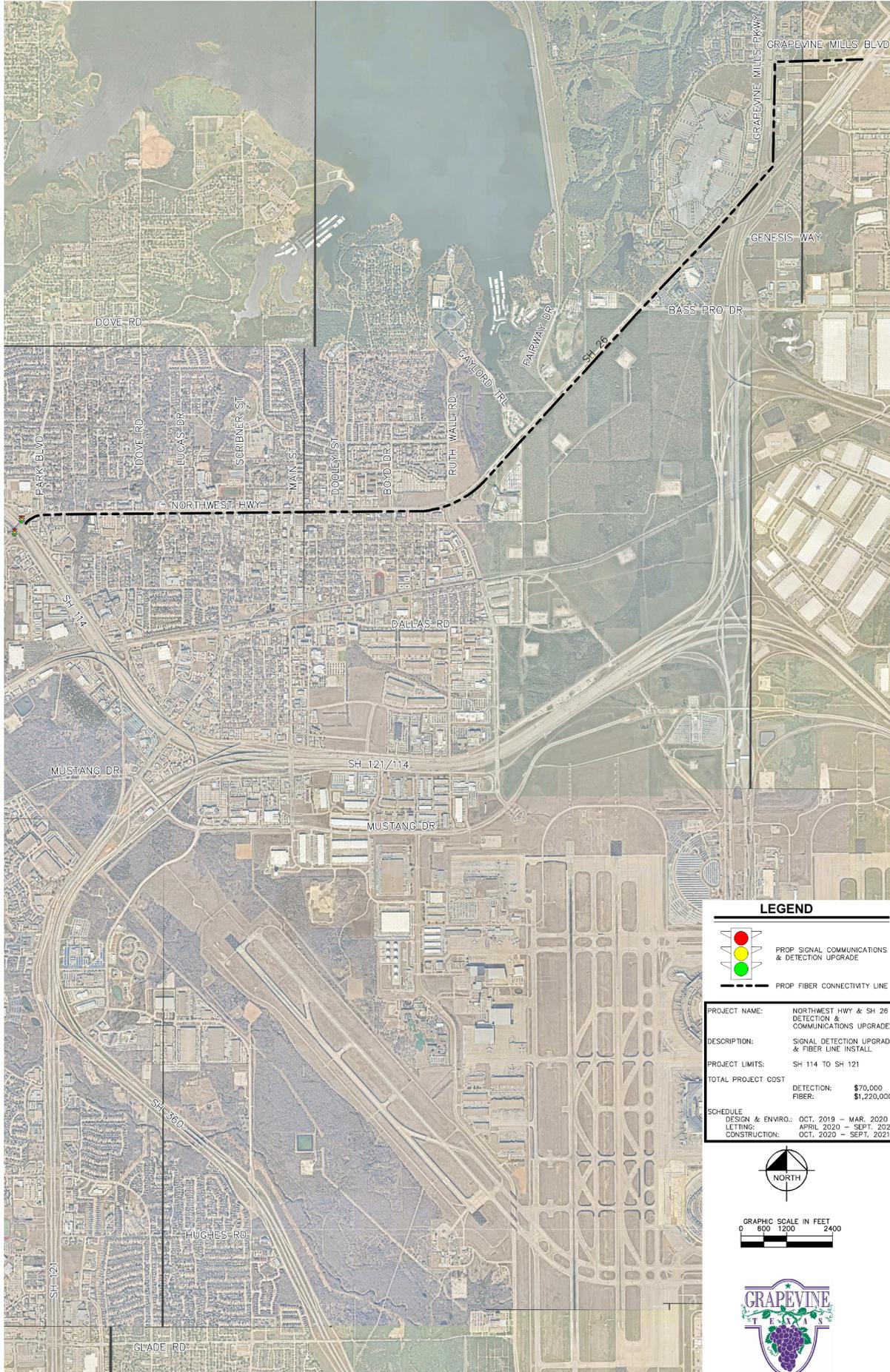
FUNDING SOURCE: Funding in an estimated amount of \$122,600 is available in the Fiber Project 177-44540-101-002-2015.

BACKGROUND: On August 31, 2018 staff submitted eight candidate projects related to the Metropolitan Transportation Plan Policy Bundle to the North Central Council of Governments call for projects including a fiber project along Northwest Highway and State Highway 26.

On December 13, 2018, the State Highway 26 fiber project was awarded federal funding in the amount of \$1,220,000 through the Regional Transportation Council. The City of Grapevine is able to use \$244,000 in previously awarded transportation development credits as a proxy for the local match requirement. Council approved a resolution to use the TDC credits on March 19, 2019.

Kimley-Horn and Associates, Inc. has submitted a proposal to provide plans to install fiber optic communications and conduit infrastructure along State Highway 26 from State Highway 114 (western limits) to State Highway 121 (eastern limits) and integrating all traffic signal cabinets along the corridor into Grapevine's existing Intelligent Transportation System "ITS". In addition, the design will provide for ungraded vehicle detection at the diamond interchange of State Highway 114 and Northwest Highway. The total engineering contract proposed is not to exceed \$122,600.

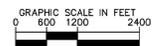
Staff recommends approval.



LEGEND

-  PROP SIGNAL COMMUNICATIONS & DETECTION UPGRADE
-  PROP FIBER CONNECTIVITY LINE

PROJECT NAME:	NORTHWEST HWY & SH 26 DETECTION & COMMUNICATIONS UPGRADES
DESCRIPTION:	SIGNAL DETECTION UPGRADE & FIBER LINE INSTALL
PROJECT LIMITS:	SH 114 TO SH 121
TOTAL PROJECT COST	
	DETECTION: \$70,000
	FIBER: \$1,220,000
SCHEDULE	
DESIGN & ENVRD.:	OCT. 2019 – MAR. 2020
LETTING:	APRIL 2020 – SEPT. 2020
CONSTRUCTION:	OCT. 2020 – SEPT. 2021



MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL FOR THE PURCHASE OF ROOF RESTORATION SERVICES

RECOMMENDATION: City Council to consider approval for the purchase of roof restoration services for The REC (the original roof that was the former CAC), Grapevine Library and City Hall from Weatherproofing Services for the Public Works Department.

FUNDING SOURCE: Funds are available in the General Facilities Capital Projects Fund 177 for a total amount not to exceed \$940,000.

BACKGROUND: The original roofs for these buildings are over 20 years old. A roof restoration coating was applied 13 years ago. The new proposed coating is called Alpha Guard. This is a two part, bio-based, polyurethane roof coating which has a 20-year life. The project will take approximately two months with no impact to building occupancy.

This purchase will be made in accordance with an existing interlocal agreement with Omnia Partners Public Sector as allowed by Texas Local Government Code, Section 271 and Texas Government Code, Section 791.

Staff recommends approval.

CH/LW

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BZ*

MEETING DATE: APRIL 21, 2020

SUBJECT: APPROVAL FOR THE PURCHASE OF LED FIXTURES FOR THE LIBRARY

RECOMMENDATION: City Council to consider approval for the purchase of LED fixtures for the Library from Facility Solutions Group for the Public Works Department.

FUNDING SOURCE: Funds are available in the General Facilities Capital Projects Fund 177 for a total amount not to exceed \$126,976.

BACKGROUND: This purchase will provide the third phase of new LED fixtures for the fiction, non-fiction, CreatIt, teen, area history, and genealogy areas at the Library. The new fixtures are made by the existing manufacturer to provide a consistent look throughout the Library. Furthermore, these fixtures will reduce energy consumption and require less ballast and bulb replacements. When ordered, they will take approximately three to four weeks to receive and a week to install.

This purchase will be made in accordance with an existing interlocal agreement with The Local Government Purchasing Cooperative (BuyBoard) as allowed by Texas Local Government Code, Chapter 271 and Texas Government Code, Chapter 791.

Bids were taken by the Cooperative and a contract was awarded to Facility Solutions Group. The Facilities and Purchasing staff reviewed the contract for departmental specification compliance and pricing and determined that the contract would best meet the needs of the City.

Staff recommends approval.

CH/LW

STATE OF TEXAS
COUNTY OF TARRANT
CITY OF GRAPEVINE

In accordance with Orders of the Office of the Governor of the State of Texas, the Grapevine City Council meeting was conducted by telephone. Members of City Council were either present in person in the City Council Chambers, Second Floor, 200 South Main Street or by telephone.

Members of the public were invited to participate by telephone by a number posted on the agenda. The meeting was live streamed on the City's website.

The City Council of the City of Grapevine, Texas met in Regular Session on this the 7th day of April, 2020 in the City Council Chambers, Second Floor, 200 South Main Street, with the following members present:

William D. Tate	Mayor
Darlene Freed	Mayor Pro Tem
Sharron Rogers	Council Member
Chris Coy	Council Member
Duff O'Dell	Council Member
Paul Slechta	Council Member
Leon Leal	Council Member

constituting a quorum, and with the following members of the City Staff:

Bruno Rumbelow	City Manager
Jennifer Hibs	Assistant City Manager
Matthew C.G. Boyle	Assistant City Attorney
Tara Brooks	City Secretary

Call to Order

Mayor Tate called the meeting to order at 7:30 p.m.

Item 1. Invocation and Pledge of Allegiance

Council Member Sharron Rogers delivered the invocation and led the Pledge of Allegiance.

Item 2. Citizen Comments

Beginning at 5:00 p.m. on April 6, citizens were able to submit a citizen appearance request form on the City's website. Requests were received through 5:00 on April 7.

No requests were received prior to the meeting. Mayor Tate allowed anyone on the phone to speak. There was no one on the phone who wished to speak.

PRESENTATIONSItem 3. Emergency Management Coordinator to present update on COVID-19.

Emergency Management Coordinator Matt Feryan updated Council on the latest case statistics on COVID-19 and on the actions each department has taken to better serve the citizens of Grapevine while keeping staff safe during this time.

Emergency Management Coordinator Feryan, Police Chief Mike Hamlin, City Manager Bruno Rumbelow and Parks and Recreation Director Kevin Mitchell answered questions from Council.

NEW BUSINESSItem 4. Consider the purchase and installation of a Kugel Floating Granite Sphere at the northeast corner of South Main Street and East Wall Street (in front of Cotton Patch Cafe restaurant), and take any necessary action.

Convention and Visitors Bureau Director P.W. McCallum presented this item and answered questions from Council. The Kugel Floating Granite Sphere will be installed at the northeast corner of South Main Street and East Wall Street. The purchase of the sphere and installation will be for an amount not to exceed \$67,272.

Motion was made to approve the purchase and installation of a Kugel Floating Granite Sphere.

Motion: O'Dell

Second: Freed

Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal

Nays: None

Approved: 7-0

CONSENT AGENDA

Consent items are deemed to need little Council deliberation and were acted upon as one business item. Any member of the City Council or member of the audience may request that an item be withdrawn from the consent agenda and placed before the City Council for full discussion. No one requested to remove any items from the Consent Agenda.

Approval of the consent agenda authorizes the City Manager, or his designee, to implement each item in accordance with Staff recommendations.

Item 5. Consider the purchase of server hardware maintenance and system monitoring software from SHI Government Solutions, Inc.

Chief Technology Officer Tessa Allberg recommended approval of the purchase of server hardware maintenance and system monitoring software for an amount not to exceed \$27,777.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Item 6. Consider the approval and ratification of the emergency purchase of replacement flooring at The REC from Rubber Flooring Systems, Inc.

Parks and Recreation Director Mitchell recommended approval and ratification of the emergency purchase of replacement flooring for an amount not to exceed \$112,344. The fitness room flooring was scheduled for maintenance and cleaning in September, but since The REC is closed due to the COVID-19 disaster declaration, the flooring could be replaced now to prevent additional closures in the fall.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Item 7. Consider the award of an informal request for quote for the replacement of two gate operators at the Waste Water Treatment Plant from The Anchor Group, Inc.

Public Works Director Bryan Beck recommended approval of the informal request for quote for replacement of two gate operators that have reached their end of life at the Waste Water Treatment Plant in an amount not to exceed \$28,280.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Item 8. Consider the award of an informal request for quote for a Homa sewage pump from Precision Pump Systems.

Public Works Director Beck recommended approval of the award of the informal request for quote for a Homa sewage pump for the Minters Chapel Lift Station for an amount not to exceed \$26,562.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy

Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Item 9. Consider the renewal of an annual contract for waterworks products with Core & Main LP.

Public Works Director Beck recommended approval of the renewal of the annual contract for waterworks products to be used on an as-needed basis for an annual estimated amount of \$170,000.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Item 10. Consider the renewal of annual contracts for cold milling machining with Dustrol, Inc. and Tex Op Construction, LP.

Public Works Director Beck recommended approval of the renewal of annual contracts for cold milling machining for an annual estimated amount of \$100,000.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Item 11. Consider the renewal of annual contracts for various fuels with primary vendor, US Oil, formally Martin Eagle Oil Company, and secondary vendor, Douglas Distributing.

Public Works Director Beck recommended approval of the renewal of annual contracts for various fuels for annual estimated amount of \$800,000.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Item 12. Consider the renewal of an annual contract for HVAC preventive maintenance services with The Brandt Companies, LLC.

Public Works Director Beck recommended approval of the renewal of an annual contract for HVAC preventive maintenance services for City Hall, the Public Safety Building, The REC and the gun range for an amount not to exceed \$62,717.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Item 13. Consider the minutes of the March 17, 2020 Regular City Council meeting.

City Secretary Tara Brooks recommended approval of the minutes as provided.

Motion was made to approve the consent agenda as presented.

Motion: Rogers
Second: Coy
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

ADJOURNMENT

Motion was made to adjourn the meeting at 8:20 p.m.

Motion: Coy
Second: Slechta
Ayes: Tate, Freed, Rogers, Coy, O'Dell, Slechta and Leal
Nays: None
Approved: 7-0

Passed and approved by the City Council of the City of Grapevine, Texas on this the 21st day of April, 2020.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary