



CITY OF GRAPEVINE, TEXAS
REGULAR CITY COUNCIL MEETING AGENDA
TUESDAY, MARCH 3, 2026

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

6:15 p.m.	Dinner - City Council Conference Room
6:45 p.m.	Call to Order of City Council Meeting - City Council Chambers
6:45 p.m.	Executive Session - City Council Conference Room
7:15 p.m.	Crime Control and Prevention District Board - City Council Chambers
7:30 p.m.	Regular Meeting - City Council Chambers

CALL TO ORDER: 6:45 p.m. - City Council Chambers

EXECUTIVE SESSION:

1. City Council to recess to the City Council Conference Room to conduct a closed session relative to:
 - A. Consultation with and legal advice from the City Attorney regarding pending litigation (Muns, et al. v. Grapevine – Cause No. 348-303736-18), pursuant to Section 551.071, Texas Government Code.
 - B. Real property relative to deliberation of the purchase, exchange, lease, sale or value of real property (City facilities, Public Works, and the 185 acres) pursuant to Section 551.072, Texas Government Code.
 - C. Conference with City Manager and Staff to discuss and deliberate commercial and financial information received from business prospects the City seeks to have locate, stay, or expand in the City; deliberate the offer of a financial or other incentive; with which businesses the City is conducting economic development negotiations pursuant to Section 551.087, Texas Government Code.

City Council to reconvene in open session in the Council Chambers and take any necessary action relative to items discussed in Executive Session.

REGULAR MEETING: 7:30 p.m. - City Council Chambers

2. Invocation: Reverend Zach Steifel, Senior Pastor at First Methodist Grapevine
3. Pledge of Allegiance: Troop 928B

CITIZEN COMMENTS

4. 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. Citizens will have three (3) minutes to address Council. In accordance with the Texas Open Meetings Act, the City Council is restricted in discussing or taking action during Citizen Comments.

PRESENTATIONS

5. Mayor Tate to present a proclamation declaring March 3, 2026 as the Volunteers in Police Service (VIPS) 20th Anniversary Day.
6. Forvis Mazars, LLC, the City's auditing firm, to present the annual audit report in compliance with the City Charter, Article 3, Section 3.14.
7. Parks and Recreation Deputy Director to present the option to create an Intentional Pollinator Garden Program for Grapevine residents.
8. Planning Services Director to present proposed changes to Section 27, "PO", Professional Office District, and other related sections of the Zoning Ordinance to delete the ten (10) conditional uses.
9. Planning Services Director to present proposed changes to Section 12, Definitions, and other related sections of the Zoning Ordinance to establish a new land use category that combines office, personal storage, warehouse, and flexible indoor area.

NEW BUSINESS

10. Consider **Resolution No. 2026-010** providing notice of intent to issue City of Grapevine, Texas Certificates of Obligation and giving the City the option of reimbursing itself through a future debt issuance for various capital projects, and take any necessary action.
11. Consider **Resolution No. 2026-011** cancelling the 2026 General Election scheduled for Saturday, May 2, 2026 due to no opposed candidates being on the ballot, declaring the candidates for Council Place 5 and Place 6 elected, and take any necessary action.
12. Consider awarding a professional services contract to perform a market analysis and a feasibility study to include a responsive facility plan for The Vineyards Campground and Cabins, and take any necessary action.

13. Consider the purchase of a fully-equipped law enforcement 2026 Majek 22-foot Xtreme V-Hull boat and trailer with a 225 horsepower Suzuki AP outboard motor from Ron Hoover Companies, and take any necessary action.
14. Consider a professional services consulting agreement to provide consulting services regarding the replacement of the Public Safety Computer Aided Dispatch and Records Management System (CAD/RMS) with Sciens, LLC Consulting, **Ordinance No. 2026-015** appropriating the funds, and take any necessary action.

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.

15. Consider an agreement for trade show booth storage, delivery, setup, and upgrade services from The Trade Group. Director of Economic Development recommends approval.
16. Consider an annual contract for Financial Advisory Services with Valley View Consulting, LLC. Chief Financial Officer recommends approval.
17. Consider the purchase of a Spare Traffic Detection System from CUBIC ITS Inc. Director of Public Works recommends approval.
18. Consider the purchase of replacement perimeter fencing for the Service Center from Superior Concrete Products. Director of Public Works recommends approval.
19. Consider an annual contract for trade services for heat boxes with Entech Sales and Services. Director of Public Works recommends approval.
20. Consider the purchase of laboratory gases, equipment, chemicals, monitoring and flow measurement equipment and maintenance for the water and wastewater treatment system from Airgas. Director of Public Works recommends approval.
21. Consider annual contracts for pumps, blowers, motor repair and preventive maintenance services with Global Pump Solutions as the primary vendor and Smith Pump Company as the secondary vendor. Director of Public Works recommends approval.
22. Consider the annual renewal of the project management software license fee from SystemMates, Inc. Director of Public Works recommends approval.

23. Consider renewal of the contract for software updates, software support, software maintenance and software training for the Public Works Department operations and asset management system with OpenGov, Inc. Director of Public Works recommends approval.
24. Consider renewal of the sole source agreement for the purchase and installation of water meters and associated equipment and manhole monitoring equipment from HydroPro Solutions and **Ordinance No. 2026-016** appropriating the funds. Director of Public Works recommends approval.
25. Consider a two-year agreement for ICONICS software support for the Supervisory Control and Data Acquisition (SCADA) System with Process Control Dynamics, Inc. Director of Public Works recommends approval.
26. Consider the minutes of the February 3, and February 17, 2026 Regular City Council meetings. 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 February 25, 2026 by 6:00 p.m.

Tara Brooks

Tara Brooks, TRMC
City Secretary



If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City Secretary's Office at 817.410.3182 at least 48 hours in advance of the meeting. Reasonable accommodations will be made to assist your needs.

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: MARCH 3, 2026

SUBJECT: FILING OF ANNUAL AUDIT

RECOMMENDATION: Forvis Mazars, LLP, the City's auditing firm, will present the annual report in compliance with the City Charter, Article 3, Section 3.14.

FUNDING SOURCE: This action will have no material effect on City funds.

BACKGROUND: Forvis Mazars, LLP has completed the audit of the FY2025 financial statements in compliance with the City Charter, Article 3, Section 3.14.

The auditor's opinion letter states that the financial statements of the City of Grapevine present fairly the financial position of the City. This "unmodified opinion" indicates that no material exceptions were found regarding the fairness criteria under which the records were audited. The report also includes a Federal Single Audit report.

This report is being filed with the City Council. No formal action is required on the part of the Council.

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER ^{BR}

MEETING DATE: MARCH 3, 2026

SUBJECT: RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION IN A PRINCIPAL AMOUNT NOT TO EXCEED \$30,000,000; APPROVING THE PREPARATION OF A PRELIMINARY OFFICIAL STATEMENT AND A NOTICE OF SALE; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF; AND EXPRESSING INTENT TO REIMBURSE EXPENDITURES TO BE INCURRED

RECOMMENDATION: City Council to consider a resolution providing notice of intent to issue City of Grapevine, Texas Certificates of Obligation and giving the City the option of reimbursing itself through a future debt issuance for various capital projects.

FUNDING SOURCE: Funds will be available in the Utility Enterprise Fund upon approval of the resolution and receipt of funds from the sale of bonds.

BACKGROUND: As part of the Capital Project planning efforts for the City of Grapevine, the following projects have been identified as requirements to maintain, improve, or repair City water and sewer infrastructure. The cost of these projects will be funded through the future issuance of bonds as total costs are determined.

Projects include constructing, reconstructing, or replacing any of the City's water utility assets including the water plant, the sewer treatment plant, lift stations, pump stations, water towers, communication equipment, water lines, sewer lines, and their associate appurtenances including but not limited to, pumps, electrical services, water meters, valves, hydrants, sanitary sewer manholes, water services, and sanitary sewer services.

The resolution is requesting \$10,000,000 to be used for these projects prior to the issuance of the bonds with reimbursement expected upon receipt of funds from the sale of bonds in June 2026.

Staff anticipates returning to Council on May 5, 2026, for approval of the ordinance and issuance of the obligation.

Staff recommends approval.

RESOLUTION NO. 2026-010

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; APPROVING THE PREPARATION OF A PRELIMINARY OFFICIAL STATEMENT AND A NOTICE OF SALE; EXPRESSING INTENT TO REIMBURSE EXPENDITURES TO BE INCURRED; AND PROVIDING FOR THE EFFECTIVE DATE THEREOF

WHEREAS, the City Council (the "City Council") of the City of Grapevine, Texas (the "City"), deems it advisable to issue certificates of obligation (the "Certificates") of the City in accordance with the notice hereinafter set forth; and

WHEREAS, the City desires to approve the preparation of a preliminary official statement (the "Preliminary Official Statement") and the preparation of a notice of sale ("Notice of Sale"), if any, in anticipation of its issuance of the Certificates; and

WHEREAS, the City Council has found and determined that a notice of intention to issue certificates of obligation should be published in accordance with the requirements of applicable law; 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, acquisition, construction, reconstruction or renovation of the projects listed on "Exhibit A" attached hereto (collectively, the "Financed Project"); 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 Project and, pursuant to Section 1.150-2 of the Treasury Regulations, hereby declares its intent to do so; and

WHEREAS, it is hereby found and determined that the meeting at which this resolution is considered is open to the public as required by law, and public notice of the time, place and purpose of said meeting was given as required by Chapter 551, Texas Government Code.

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

Section 1. The findings, definitions and recitations set out in the preamble to this resolution are found to be true and correct and are hereby adopted by City Council and made a part hereof for all purposes.

Section 2. The City Secretary is hereby authorized and directed to cause to be published in the manner required by law and in substantially the form attached hereto as "Exhibit A", a notice of the City's intention to issue the Certificates (the "Notice").

Section 3. The Notice shall be published once a week for two (2) consecutive weeks in a newspaper which is of general circulation in the City, the date of the first publication to be at least forty-six (46) days before the date tentatively set in the Notice for the passage of the ordinance authorizing the issuance of the Certificates. In addition, the Notice shall be posted continuously on the City's website for at least forty-five (45) days before the date tentatively set in the Notice for the passage of the ordinance authorizing the issuance of the Certificates.

Section 4. The Mayor, City Manager, Chief Financial Officer, City Secretary and other appropriate officials of the City, the City's financial advisor, Hilltop Securities Inc., and bond counsel, Bracewell LLP, are authorized and directed to proceed with the preparation of the Preliminary Official Statement and the Notice of Sale, if any, and to make other necessary arrangements for the sale of the Certificates at a future meeting of the City Council of the City.

Section 5. For purposes of section 1.150-2(d) of the Treasury Regulations, this Notice serves as the City's official declaration of intent to use proceeds of the Certificates to reimburse itself from Certificates issued in the maximum principal amount and for expenditures paid in connection with the Financed Project, as set forth in Exhibit A hereof. Any such reimbursement will only be made (i) for an original expenditure paid no earlier than 60 days prior to the date hereof and (ii) not later than 18 months after the later of (A) the date the original expenditure is paid or (B) the date of with the project to which such expenditure relates is placed in service or abandoned, but in no event more than three years after the original expenditure is paid.

Section 6. The City reasonably expects that the maximum principal amount of obligations issued to reimburse the City for the costs associated with the Financed Project will be \$_____.

Section 7. The City hereby authorizes the preparation and distribution of a Notice of Sale and Preliminary Official Statement relating to the Certificates and authorizes the Chief Financial Officer or City Manager to approve the final form of and deem final such Preliminary Official Statement within the meaning and for the purposes

of paragraph (b)(1) of Rule 15c2-12 of the United States Securities and Exchange Commission.

Section 8. The Mayor, City Manager, the Chief Financial Officer, City Secretary, and other officers and agents of the City are hereby authorized and directed to do any and all things necessary or desirable to carry out the provisions of this resolution.

Section 9. This resolution shall take effect immediately from and after its passage by the City Council of the City.

(Signature page follows)

INTRODUCED, READ AND PASSED by the affirmative vote of the City Council of the City of Grapevine, Texas this 3rd day of March 2026.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle
City Attorney

EXHIBIT A**NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION**

NOTICE IS HEREBY GIVEN that the City Council of the City of Grapevine, Texas (the "City"), will meet in the Council Chambers at the City Hall, 200 S. Main St., Grapevine, Texas, the regular meeting place of the City Council, at 7:30 p.m. on the 21st day of April, 2026, which is the time and place tentatively set for the passage of an ordinance and such other action as may be deemed necessary to authorize the issuance of the City's certificates of obligation (the "Certificates"), in the maximum aggregate principal amount not to exceed \$30,000,000, payable from the levy of a direct and continuing ad valorem tax against all taxable property within the City sufficient to pay the interest on this series of Certificates as due and to provide for the payment of the principal thereof as the same matures, as authorized by Chapter 271, Subchapter C, Texas Local Government Code, as amended, and from all or a part of the surplus revenues of the City's waterworks and sewer system, such pledge of surplus revenues being limited to \$1,000, bearing interest at any rate or rates not to exceed the maximum interest rate authorized by law, as shall be determined within the discretion of the City Council of the City at the time of issuance of the Certificates, and maturing over a period not to exceed twenty-five (25) years from the date of issuance, for the purposes of evidencing the indebtedness of the City for all or any part of the costs associated with the (i) designing, developing, constructing, renovating, improving and equipping the City's water and wastewater system and facilities, including the water treatment plant; (ii) designing, developing, constructing, and improving drainage and flood control projects including lift stations, pump stations, water towers, communication equipment, water lines, sewer line and their associated appurtenances; and (iii) professional services incurred in connection with items (i) through (ii), and to pay the costs incurred in connection with the issuance of the Certificates. The estimated combined principal and interest required to pay the Certificates on time and in full is \$45,898,425. Such estimate is provided for illustrative purposes only, and is based on an assumed interest rate of 4.50%. Market conditions affecting interest rates vary based on a number of factors beyond the control of the City, and the City cannot and does not guarantee a particular interest rate associated with the Certificates. As of the date of this notice, the aggregate principal amount outstanding of tax-supported debt obligations of the City is \$139,205,000, and based on the City's expectations, as of the date of this notice the combined principal and interest required to pay all of the outstanding tax-supported debt obligations of the City on time and in full is \$173,381,779.

WITNESS MY HAND AND THE OFFICIAL SEAL OF THE CITY, this 3rd day of March, 2026.

/s/Tara Brooks, City Secretary
City of Grapevine, Texas

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER ^{BK}

MEETING DATE: MARCH 3, 2026

SUBJECT: CANCEL THE 2026 GENERAL ELECTION

RECOMMENDATION: Consider an ordinance cancelling the 2026 General Election scheduled for Saturday, May 2, 2026, due to no opposed candidates being on the ballot, declaring the candidates for City Council Place 5 and City Council Place 6 elected, and taking any necessary action.

FUNDING SOURCE:

BACKGROUND: At the February 3, 2026 Council meeting, City Council called a General Election to be held on May 2, 2026, to elect candidates to City Council Place 5 and City Council Place 6.

On December 15, 2026, the City Secretary posted the Notice of the Filing Period on the City's website and on the bulletin board at City Hall in accordance with the Election Code. The filing period began on January 14 and ended at 5:00 p.m. on February 13.

Chris Coy applied for City Council Place 5 and Duff O'Dell applied for City Council Place 6. No other applications were received by the deadline.

The deadline for a write-in candidate to declare their candidacy was 5:00 p.m. on February 17. No one declared as a write-in candidate.

Texas Election Code, Subchapter C, Section 2.051 states that a general election may be canceled if each candidate for an office that is to appear on the ballot is unopposed.

In accordance with Texas Election Code, Section 2.052, attached is a Certification of Unopposed Candidates that the City Secretary is required to deliver to City Council.

Also attached is a resolution declaring Chris Coy and Duff O'Dell unopposed and declaring them elected to office.

In accordance with the Texas Election Code, the new terms will begin after the scheduled canvass period that would have taken place after the May 2 election. The City Secretary will perform the Oath of Office and swear Chris Coy and Duff O'Dell into office at the May 17 City Council meeting.

Staff recommends approval.

TAB

CERTIFICATION OF UNOPPOSED CANDIDATES
CERTIFICACIÓN DE CANDIDATOS ÚNICOS
CHỨNG NHẬN TỰ CÁCH ỨNG VIÊN DUY NHẤT

To: Mayor William D. Tate and the City Council of the City of Grapevine
 Al: Alcalde William D. Tate y el Ayuntamiento de la Ciudad de Grapevine
 Kính gửi: Thị Trưởng William D. Tate và Hội Đồng Thành Phố Grapevine

As the authority responsible for having the official ballot prepared, I hereby certify that the following candidates are unopposed for election to office for the election scheduled to be held on May 2, 2026.

Como autoridad a cargo de la preparación de la boleta de votación oficial, por la presente certifico que los siguientes candidatos son candidatos únicos para elección para un cargo en la elección que se llevará a cabo el 2 de mayo de 2026.

Là người có thẩm quyền phụ trách chuẩn bị bầu cử chính thức, theo đây tôi chứng nhận rằng các ứng viên sau đây là các ứng viên duy nhất ứng cử trong cuộc bầu cử được lên lịch tổ chức vào ngày 2 tháng 5, 2026.

Offices/ Cargos/ Vị Trí

Candidates/ Candidatos/ Ứng Viên

City Council, Place 5
 Concejal, Lugar 5
 Hội Đồng Thành Phố, Vị Trí Số 5

Chris Coy

City Council, Place 6
 Concejal, Lugar 6
 Hội Đồng Thành Phố, Vị Trí Số 6

Duff O'Dell

Tara Brooks

Tara Brooks
 City Secretary
 Secretaria de la Ciudad
 Thư Ký Thành Phố



Dated this 25th day of February, 2026.

Fechado el 25 de febrero de 2026

Ngày 25 tháng 2, 2026.

RESOLUTION NO. 2026-011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, DECLARING UNOPPOSED CANDIDATES IN THE MAY 2, 2026 GENERAL CITY ELECTION ELECTED TO OFFICE; CANCELING THE ELECTION; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, on December 15, 2026, the City Secretary of the City of Grapevine posted the Notice of Deadline to File Applications for a Place on the Ballot; and

WHEREAS, Applications for a Place on the Ballot were accepted from January 14, 2026 through 5:00 p.m. on February 13, 2026; and

WHEREAS, on February 3, 2026, the General City Election was called for May 2, 2026 for the purpose of electing City Council Place 5 and City Council Place 6; and

WHEREAS, in accordance with the Texas Election Code, the City Secretary has certified in writing that no person has made a declaration of write-in candidacy, and that each candidate on the ballot is unopposed for election to office; and

WHEREAS, under these circumstances, Subchapter C, Chapter 2, Texas Election Code, authorizes the City Council to declare the candidates elected to office and cancel the election;

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 interests 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. The following candidates, who are unopposed in the May 2, 2026 General City Election, are declared elected to office, and shall be issued certificates of election following the time the election would have been canvassed:

City Council, Place 5 – Chris Coy

City Council, Place 6 – Duff O'Dell

Section 3. The May 2, 2026 General City Election is canceled, and the City Secretary is directed to cause a copy of the Order of Cancellation to be posted during the early voting period and on election day at the designated polling place for the May 2, 2026 General Election being the Grapevine Public Library, 1200 Municipal Way, Grapevine, Texas.

Section 4. The City Secretary is directed to post a copy of the Order of Cancellation attached as Exhibit "A" at each designated polling location on May 2, 2026.

Section 5. That this resolution shall be effective from and after the date of its passage.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 3rd day of March, 2026.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle
City Attorney

ORDER OF CANCELATION
ORDEN DE CANCELACIÓN
LỆNH HỦY BẦU CỬ

The City of Grapevine hereby cancels the election scheduled to be held on May 2, 2026 in accordance with Section 2.053(a) of the Texas Election Code.

La Ciudad de Grapevine cancela la elección que, de lo contrario, se hubiera celebrado el 2 de mayo de 2026 de conformidad, con la Sección 2.053(a) del Código de Elecciones de Texas.

Thành Phố Grapevine theo đây hủy cuộc bầu cử được lên lịch tổ chức vào ngày 2 tháng 5, 2026 tuân theo Mục 2.053(a) của Bộ Luật Bầu Cử bang Texas.

The following candidates have been certified as unopposed and are hereby elected as follows:

Los siguientes candidatos han sido certificados como candidatos únicos y por la presente quedan elegidos como se haya indicado a continuación:

Các ứng viên sau đây đã được chứng nhận là ứng viên duy nhất và do đó được bầu như sau:

Office/ Cargo al que presenta candidatura/ Vị Trí Candidate/ Candidato/ Ứng Viên

<p>City Council, Place 5 Concejal, Lugar 5 Hội Đồng Thành Phố, Vị Trí Số 5</p>	<p>Chris Coy</p>
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<p>City Council, Place 6 Concejal, Lugar 6 Hội Đồng Thành Phố, Vị Trí Số 6</p>	<p>Duff O'Dell</p>
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A copy of this order will be posted on Election Day at each polling place that would have been used in the election.

El Día de las Elecciones se exhibirá una copia de esta orden en todas las mesas electorales que se hubieran utilizado en la elección.

Một bản sao của lệnh này sẽ được công bố vào Ngày Bầu Cử tại từng địa điểm bỏ phiếu để ra được sử dụng trong cuộc bầu cử.

President/ **Presidente/ Chủ tịch**

Secretary/ **Secretario/ Thư ký**

March 3, 2026	3 de marzo de 2026	3 tháng 3, 2022
Date of Adoption/	Fecha de adopción/	Ngày Thông Qua

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: CONSULTING SERVICES CONTRACT FOR MARKET ANALYSIS, FEASIBILITY STUDY, AND FACILITY PLAN FOR THE VINEYARDS CAMPGROUND AND CABINS

RECOMMENDATION: City Council to consider awarding a professional services contract to perform a market analysis and a feasibility study to include a responsive facility plan for The Vineyards Campground and Cabins with the Campground Consulting Group.

FUNDING SOURCE: Funds are available in the Lake Parks Fund for an estimated amount of \$68,700.

BACKGROUND: The camping and outdoor hospitality industry experienced a significant increase in demand and participation since 2020 and has continued upward more than the past five years. To assure best practices and continued success of the state and national award-winning Vineyards Campground and Cabins, the City has engaged Campground Consulting Group to conduct a market analysis and feasibility study to evaluate current and potential operational opportunities to help ensure continued success and to accommodate continuing demand. This analysis will look at current and potential services, facilities, amenities and land usage to maximize opportunities that best accommodate evolving clientele needs, changing demographics, best practices and industry trends.

Bids were taken in accordance with Local Government Code Chapter 252, Subchapter B, Section 252.021 (a) and Section 252.041 (a). The bid advertisement was posted in the Fort Worth Star Telegram on October 24 and 31, 2025. RFQ 05-26 was issued through the City eBid system with 737 invitations sent out through the eBid procurement system. Thirty-six vendors viewed and downloaded the RFQ, and 10 responses were received. The bid was opened electronically and publicly on November 14, 2025, at 2 pm. Based on the evaluations by Purchasing and PARD staff, Campground Consulting Group LLC. will provide the services to the City based on the highest-ranking score as noted in the evaluation criteria in accordance with the provisions of the current Texas Local Government Code Title 8.

Staff recommends approval



PROPOSED LETTER OF ENGAGEMENT CONSULTING AND LAND PLANNING SERVICES

The City of Grapevine, 501 Shady Brook Drive, Grapevine, TX 76051 “Client” wishes to engage **Campground Consulting Group LLC (CCG)**¹ “Consultant” for RV park and campground land planning services.

Consultants’ Understanding of the Client’s needs: Client has engaged CCG to conduct a market analysis and feasibility study and to assist in the development of a responsive facility plan for the enhancement and potential expansion of The Vineyard Campground and Cabins, 1501 N. Dooley Street, Grapevine, TX. The land planning services proposed herein are based upon a total master planned area of 88 acres. This consists of approximately 40 acres upon which the development now resides plus adjacent land totaling 48 acres; 13 acres from the USACE, and a 35-acre parcel owned by the City of Grapevine. This initial agreement relates to the existing facility and area available for expansion.

Basic Services

_____ **Market and Competitive Analysis** **Fee: \$23,800.00**

Consultants will conduct a one-to-three-day site visit to meet with the client, tour the site and conduct a preliminary assessment of the existing facilities and the adjacent parcels being considered for expansion. Consultants will also assess the local / regional / national demographics, population, tourism trends, recreation, and competition. The study combines information gathered during the site visit with extensive in-office research and lays the foundation for the full feasibility study and financial modeling which follows. The report provides an initial go or no-go decision with recommendations for the project’s next steps.

Upon review of the findings and recommendations from the market and competitive analysis, the Client may, at its discretion, decide not to advance to the Feasibility Study, in which case the project shall be deemed terminated.

_____ **Feasibility Study,** **Fee: \$15,000.00**

The feasibility study itself is a complex report which incorporates and expands upon the data developed in the market and competitive analysis.

¹ Professional Land Planning Services are provided by Nadi Group USA – CCG Exclusive Partner
Campground Consulting Group LLC 71 Route 104, Unit 4-17 Meredith, NH 03253
800.897.8836 www.campgroundconsultinggroup.com

Client initials _____



This report includes the information and level of detail normally required by financial institutions and investors or public sector authorities who may need to approve expenditures for such a project. High level construction estimates and detailed five-year pro forma operating projections are included. Operating recommendations, including service standards and basic personnel requirements, will be addressed as well as additional development considerations such as zoning, permitting, and state and local regulations.

The Feasibility Study is performed in tandem with the Site Analysis, Regulations Research, Conceptual Layout Diagrams of site facilities and Field Consultation.

Study results will include a written executive summary and will be presented in a draft written report and reviewed with Park Staff. Following this review a final report incorporating Park Staff feedback will be completed and presented to the Park Board as a slide presentation along with the refined conceptual diagram layout. Based on the findings of the Feasibility Study and the Business Proforma, the Client may determine to present the final slide presentation to City Council.

Note: this task includes one site visit and in-person meeting plus up to four virtual meetings by the CCG team. Additional visits or meetings will be billed in accordance with the hourly fee and additional services schedule.

_____ Civil engineer USACE Liaison Fee: \$10,000.00

CCG will engage a local civil engineer to coordinate with and serve as liaison to the USACE as needed up to 34 hours. Additional hours if needed will be billed in accordance with the hourly fee and additional services schedule.

_____ Research, Bubble Diagram, and Site Analysis Fee: \$10,400.00

Campground Consulting Group will conduct a site visit and field consultation as part of a comprehensive site analysis to thoroughly understand the physical attributes of the location. The property will be explored in depth, either on foot or by vehicle, to ensure no detail goes unnoticed. A high-resolution drone will assist in capturing extensive photographic records of the site's characteristics, which will be invaluable for informed decision-making and design reference throughout the project lifecycle. Key features to be examined include topography, vegetation, soil types, water bodies, and surrounding land uses. This examination is aimed at gaining an intimate knowledge of the site and pinpointing any noteworthy conditions.

This phase also includes a detailed review of relevant zoning laws, ordinances or bylaws, and other local or environmental regulations that could impact the



project's progress. A composite base map integrating survey data, topographic details, and aerial imagery will be produced to serve as a foundational reference.

A meticulous physical site analysis will be undertaken to outline the factors that will influence the site's development and based on the results from the market analysis and feasibility study up to three conceptual bubble diagrams will be generated to depict an optimal configuration of the site's components. These concepts will be reviewed by city staff and revised concepts will be presented to USACE and stakeholders in two separate meetings. This preliminary spatial organization will be subjected to a review, with one opportunity for refinement, before proceeding to a subsequent phase of the project.

 Reimbursable Expenses (travel) **Not to exceed \$9,500.00**

Basic Services Total Fee: \$68,700.00

Additional Services

 Detailed Development Master Plan **Fee: \$47,400.00**

Information from the tasks above will guide the preparation of a detailed layout master plan. A preliminary master plan that illustrates the most effective layout of RV camp sites and accompanying facilities will be created. This plan will detail various camping options, including back-in, pull-in, and pull-through sites. Unique accommodations such as glamping tents, tiny homes, and cabins or park models will also be considered. The plan will pinpoint the preferred locations for primary facilities such as central clubhouse, comfort stations, pools, playgrounds and various recreational amenities.

This primary plan will be provided as a fully rendered, graphically rich document showing a realistic and viable proposal for the ultimate development of the project. One client presentation / revision is included prior to final submission, and a CAD blackline drawing file will be provided upon request.

Following approval of the master plan, CCG will develop a phased implementation plan outlining a sequenced approach to construction, funding, and approvals, tailored to the City's priorities and timelines.

 Final CAD for Engineering Package **Fee: \$20,330.00**

Beyond the base CAD file, and to ensure smooth implementation and optimized engineering and construction costs, an engineering ready CAD package

Campground Consulting Group LLC 71 Route 104, Unit 4-17 Meredith, NH 03253
800.897.8836 www.campgroundconsultinggroup.com

Client initials _____



(including technical specifications, layout details, site grading recommendations, and infrastructure /utility placement) will be prepared based on the finalized master plan above. This is the plan that will be utilized by client's engineers to prepare construction drawings.

_____ Conceptual 3D Rendering Package

Fee: \$14,900.00

Photorealistic 3D renderings based on the master plan and client-approved inspiration images. The quote is based on two (2) aerial/elevated images, and ten (10) eye-level images will be produced. Please note this is at the discretion of the client for image quantities. One review is included at the following 2 stages: a) confirmation of camera angle and accuracy of model, and b) post-production draft before final rendering. Fees for the renderings will be \$2450 per aerial/elevated image and \$1000 per eye-level image. The renderings will be produced at 5,000 pixels @ 72 dpi in JPG format. Additional reviews, revisions, and client meetings will be charged hourly

_____ Additional final master plan revisions if requested Fee: \$18,975.00

Pricing is guaranteed for 60 days from the date of this proposal.

Timeline: Estimated time for completion of work is within 120 business days of receipt of the signed agreement and deposit. CCG is not responsible for delays that are beyond our control.

Limitations or Exclusions: Client is responsible for providing necessary background material such as legal/Alta surveys, topographical maps, geotechnical information, relevant ordinances, local zoning bylaws or any other relevant information. CCG does not provide structural, seismic, geotechnical, environmental, civil or legal survey engineering services, but will work with client provided or referred co-consultants.

Advance Payment/Retainer: 25% of the fees for the selected services is due upon signing this letter of engagement. Consultant shall bill the Client monthly for services rendered, based upon percentage of work completed. Actual travel expenses are invoiced upon completion of travel and due upon receipt. Travel is invoiced at cost. A final invoice will be sent upon completion of each selected task. Payment is due upon receipt of the deliverables for the specific task.

Acceptance of this agreement authorizes CCG to proceed with the scope of services referenced above in accordance with the terms and conditions within this letter of engagement. Campground Consulting Group LLC may apply advanced funds against any unpaid amounts without further authorization from Client.

Invoices and Payments: Invoices not paid within thirty (30) calendar days of the invoice date will accrue interest at a rate of one and one half per cent (1.5%) per month. The client agrees to pay Consultant upon demand any costs of collection for unpaid balances. Invoices should be addressed to The City of Grapevine, P.O. Box 95104, Grapevine, TX 76099.

Work Product. In conducting any evaluation, analysis, land or master plan, Consultant may prepare written documents, communications, conclusions, reports, plans and other materials. Consultant does not assume responsibility for inaccuracies and does not warranty or represent that any of the projected values, recommendations, suggestions, or results contained in any analysis, report, communication, master plan or conclusion is accurate or will be achieved. Possession of Consultant's work product does not carry with it the right to share with a third party the right of publication, or the right to use Consultant's name in any manner without first obtaining written consent from consultant which consent will not be unreasonably withheld. Copyright for CCG² instruments of land planning services belong to CCG and shall remain the property of CCG whether the project for which they are made is executed or not. Alteration of copywritten instruments by the Client is prohibited.

Disclosure and Confidentiality: Consultant may be given access to certain procedures, documents, data, records, development plans, property information, financial statements and trade secrets which are confidential and the property of the Client or its parent, affiliates, and subsidiaries ("Confidential Information"). As may be required to perform the Consulting Duties, the Consultant may directly or indirectly disclose confidential information relating to the business, financial statements, conditions, or operations with or without permission from Client. Consultant agrees that such disclosures or sharing of information are for consultation purposes only. All documents, communications, conclusions, and reports concerning the subject matter of the Consulting Duties pursuant to this engagement will be considered privileged and confidential unless and until advised by Client to the contrary. Confidentiality remains in effect after completion and/or termination of engagement.

Termination: Termination of agreement may be given by either party with 72 hours' written notice. Fees for services and expenses rendered up to termination date are payable upon date of termination.

Hold Harmless: Client understands and agrees that findings and recommendations are the professional opinion of consultant and not a guarantee of future performance. Client understands and holds Consultant harmless for any or all results of either negative or positive, satisfactory, or unsatisfactory performance and further understands that implementation of recommendations are at client's discretion and own risk. Consultant is not liable for any damages resulting from implementation of recommendations. Client

² Land Planning Intellectual Property provided in this agreement is licenced exclusively to CCG by Nadi Group USA.



waives all rights for legal action of any kind against consultants both personally and professionally. Client further agrees to indemnify CCG in the event of any claim against CCG to the extent of services performed by CCG pursuant to this contract, initiated by a non-party to this contract and arising out of, or from a claim commenced by the client.

Non-solicitation: During the term of this engagement and for (7) years following termination of this engagement the Client will not indirectly or directly solicit to hire, hire, employ, or engage any individual who is engaged as a consultant, contractor or is otherwise employed by Campground Consulting Group LLC.

Additional terms and conditions: The terms and conditions set forth in the invitation to Bid, 04-26, shall be incorporated into this agreement as Exhibit A

Acceptance and agreement of Engagement: By signing below Client agrees to the terms and conditions described herein and acknowledges their understanding of the services to be provided. This LOE may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. E-Signatures, and signatures by facsimile transmission or other electronic transmission, shall be acceptable and binding upon the Parties. On receipt of the executed agreement work will commence or be scheduled. Unless consulting or land planning services have been added or terminated earlier by Client or Campground Consulting Group LLC, this engagement will end when the work described above has been completed.

Accepted: _____ Date: _____

Printed name: _____ Title: _____

Thank you for placing your trust and confidence in Campground Consulting Group LLC!



2026 HOURLY AND ADDITIONAL SERVICES FEES

Consultation-CEO	\$350.00/hour
Financial Analyst	\$300.00/hour
Civil Engineer	\$295.00/hour
Consultation-Land Planning Principal	\$275.00/hour
Senior Associate Consultant	\$250.00/hour
Land Planning Associate	\$175.00/hour
Land Planning Design Intern	\$155.00/hour
Associate Consultant	\$150.00/hour
New Development Resource Associate	\$150.00/hour
Research & Administrative Support	\$125.00/hour
Additional Zoom Meetings CCG Team	\$520.00/hour
Additional Site Visits/Meetings/Travel (plus travel)-per diem per person	\$2,500.00

Site visit included in cost of study.
 Expedited projects may be subject to additional fees.
 Travel expenses invoiced at consultant's cost.

*Consultation fees are subject to change with or without notice.
 Fees are guaranteed upon execution of an engagement agreement.*

Campground Consulting Group LLC
 71 Route 104, Unit 4-17
 Meredith, NH 03253
www.campgroundconsultinggroup.com
 800-897-8836

Updated 2/5/26

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: PURCHASE OF A BOAT TO SUPPORT THE POLICE DEPARTMENT WITH LAW ENFORCEMENT OPERATIONS ON GRAPEVINE LAKE

RECOMMENDATION: City Council to approve the purchase of a fully equipped law enforcement 2026 Majek 22-foot Xtreme V-Hull boat and trailer with a 225 horsepower Suzuki AP outboard motor from Ron Hoover Companies for the Police Department.

FUNDING SOURCE: Funds are available in the Special Revenue Fund (Federal and State forfeiture funds) for an estimated amount of \$98,400.

BACKGROUND: This purchase is for a law enforcement equipped 2026 Majek 22-foot Xtreme V-Hull boat and trailer with a 225 horsepower Suzuki AP motor. This watercraft will be used to support law enforcement operations and enhance public safety on Grapevine Lake.

The purpose of this purchase is to provide the Police Department with a fully equipped law enforcement boat to support proactive on-lake patrols, boating safety enforcement, emergency response, and investigative operations on Grapevine Lake. The vessel will enhance officer safety, improve response capabilities on the water, and increase the Department's ability to protect the public and enforce applicable laws within the lake and surrounding park areas.

The Police Department boat will be clearly marked as a police boat and will be towed with a marked police vehicle.

The boat will be stored during the warmer months at the City's Fleet Center, and during the cooler months, at the Public Safety Building.

The purchase of this boat will be made as a sole source purchase from Ron Hoover Companies, the authorized distributor for the state of Texas in accordance with Local Government Code Chapter 252, Subchapter B, §252.022. General Exemptions (a)(7)(A).

Staff recommends approval.

MS

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER

MEETING DATE: MARCH 3, 2026

SUBJECT: CONSULTING SERVICES AGREEMENT WITH SCIENS, LLC
CONSULTING FOR PUBLIC SAFETY AND INFORMATION
TECHNOLOGY DEPARTMENTS

RECOMMENDATION: City Council to consider approval of a consulting services agreement with Sciens, LLC Consulting to provide services regarding the replacement of the Public Safety Computer Aided Dispatch and Records Management System (CAD/RMS) for the Public Safety Departments.

FUNDING SOURCE: Upon approval of the attached appropriation ordinance, funds will be available in the Capital Projects Fund.

BACKGROUND: The City of Grapevine is looking to execute a consulting agreement for the purpose of replacing the Public Safety Department's Computer Aided Dispatch (CAD), Records Management System (RMS), Jail Management Systems, and Mobile software system. A CAD/RMS is a critical software system for public safety operations.

Currently, the Public Safety Departments utilize a CAD/RMS developed and maintained by the Police Research Center at Sam Houston State University in Huntsville, Texas. This software system is titled the Criminal Research, Information Management and Evaluation System (CRIMES). The Public Safety Departments have used this system since 2011.

The following are some of the reasons the Departments want to replace the current CAD/RMS:

- Does not have GIS (Geographic Information System) integration
- Is not NG911 (Next Generation 911) compliant
- Dispatch screen is cumbersome and does not update when in use
- Unable to obtain reliable analytics or reporting
- CAD does not support location -based dispatching
- Redundancy relative to State mandated reporting
- Does not come integrated with AVL (Automatic Vehicle Location)
- The dispatch map does not display police/fire units and their locations
- No integration with pre -incident planning (e.g., First Due)
- No Call Routing
- Calls may appear in CAD but not in the mobile platform

To accomplish the consulting agreement, the City will contract with Sciens Consulting (Sciens, LLC) to guide and assist City Departments (Finance, Fire, Information Technology, Police) through the replacement process.

Sciens is a highly specialized, national management consulting firm, that focuses on public safety departments and their services and understands the operational, reporting, and regulatory demands public safety departments face. Sciens has more than 35 years' experience conducting public safety needs assessments, developing tailored Request for Proposals (RFPs), assisting with vendor evaluation and selection, and guiding contract negotiations for mission -critical systems such as CAD, RMS, Mobile, Jail Managements Systems, and 911 communications. Sciens is local to the Dallas/Fort Worth Metropolitan area, officing in McKinney, Texas.

Sciens has been approved through The Interlocal Purchasing System (TIPS), a national purchasing cooperative, based in Texas, that provides competitively, pre -negotiated contracts to various end users, to include government agencies. Sciens currently holds contract number 230105 (Technology Solutions Products and Services), with an end date of May 31, 2028.

In December of 2025, Sciens presented the City of Grapevine with a Computer Aided Dispatch and Public Safety Records Management System Selection Proposal (dated December 11, 2025). The proposal describes a company overview, identifies the project team, provides a scope of work, project timeline, and cost proposal. The project scope of work identifies the following process steps:

SYSTEM SELECTION PROCESS

Phase Activity

- 1.1 Project Management, Data Gathering and Interviews
- 1.2 Needs Assessment and Recommendations Report
- 1.3 Request for Proposals Development
- 1.4 Vendor Evaluation and Selection
 - A. Bidders Conference, Q&A Addendum, Vendor Evaluation Matrix and Proposals Evaluation
 - B. Short List Demonstrations
 - C. Best and Final Offer (BAFO) and Final Recommendations
 - D. Contract & Statement of Work (SOW) Negotiation Support

The total cost for the proposed consulting agreement is \$114,900.00. The City is asking to add a 20% contingency (\$22,900.00) to the proposed total in anticipation of costs that may occur outside of the proposed amount. The total proposed cost and the 20% contingency is \$137,880.00.

The projected timespan of the consulting agreement is nine months for the services described. If consulting services commence in April 2026 (FY2026), the estimated conclusion would be December 2026 (FY 2027).

Staff recommends approval.

MH

**CITY OF GRAPEVINE
PROFESSIONAL SERVICES AGREEMENT**

This Professional Services Agreement (the "Agreement") is made and entered into as of the 4th day of March 2026, by and between the City of Grapevine, Texas (the "City"), a municipal corporation in Tarrant County Texas, and Sciens LLC (the "Consultant"), a professional services firm duly organized and existing under the laws of the State of Texas. The City and the Consultant may be referred to collectively as the Parties.

This Agreement is executed as a result of the Computer Aided Dispatch and Public Safety Records Management System Selection Proposal (the "Proposal") dated December 11, 2025 submitted by Consultant to City. A complete copy of the proposal is attached hereto and incorporated to this Agreement, titled **Exhibit A**.

The purpose of this Agreement is for Consultant to assist City (e.g., City Manager's Office, Finance Department, Fire Department, Information Technology Department, Police Department) with identifying and contracting with a specific vendor for a public safety Computer Aided Dispatch and Public Safety Records Management System ("CAD/RMS") for the City.

1. Scope of Services

Consultant shall provide the City with professional services as described in **Exhibit B** ("Scope of Work"), which is attached hereto and incorporated by reference.

The requirements of this Agreement are identified in and fully comprised of all requirements, tasks, deliverables, etc. in **Exhibit A**, **Exhibit B**, and **Exhibit C** ("Project Costs").

2. Term of Agreement

This Agreement shall begin upon approval by the City. If mutually agreed upon in writing by both Parties, this Agreement may be extended or renewed under the same terms or with modifications as negotiated (e.g., incorporation of Phase 2: Implementation of the Selected CAD/RMS System for any term of time or any other mutually agreed upon measure).

3. Cost of Services

This Agreement shall incorporate all costs associated with the services, meetings, conferences, communications, emails, documents, reports, etc. identified, required, or needed to completely, accurately, and fully complete all the measures identified up to and including Phase 1: Selection of a New CAD/RMS System provide below and in **Exhibit A** and **Exhibit C**, attached hereto and incorporated by reference.

PHASE 1: SELECTION OF A NEW CAD/RMS SYSTEM

Phase	Activity	Hours	Fees	Expenses	Total
1.1	Project Management, Data Gathering & Interviews				
A	Data Gathering and Onsite Interviews	108	\$ 20,100	\$ -	\$ 20,100
1.2	Needs Assessment & Recommendations Report				
A	Needs Assessment Development	112	\$ 18,320	\$ -	\$ 18,320
1.3	Request for Proposals Development				
A	RFP Development and Review	140	\$ 24,120	\$ -	\$ 24,120
1.4	Vendor Evaluation & Selection				
A	Bidders Conference, Q&A Addendum, Vendor Evaluation Matrix & Proposals Evaluation	96	\$ 15,440	\$ -	\$ 15,440
B	Short List Demos	82	\$ 16,700	\$ -	\$ 16,700
C	BAFO & Final Recommendations	18	\$ 3,020	\$ -	\$ 3,020
D	Contract & SOW Negotiation Support	80	\$ 17,200	\$ -	\$ 17,200
TOTAL		636	\$ 114,900	\$ -	\$ 114,900

4. Payment of Services

The City agrees to pay the Consultant, including expenses, should they occur and be mutually agreed upon in advance by both Parties, provided under this Agreement in accordance with **Exhibit C**. The acceptance by Consultant of the final payment made under this Agreement shall constitute a release of City from all claims and liabilities for compensation to Consultant for anything completed, finished or relating to Consultant’s services.

Timely payments to Consultant shall occur upon the completion of and any deliverable issued to City based upon **Exhibit B** and/or the Phase 1: Selection of New CAD/RMS System chart provided above and in **Exhibit C**. The City will make milestone-based payments to the Contractor as each phase and/or subphase milestone is completed and approved.

The acceptance by Consultant of the final payment made under this Agreement shall constitute a release of City from claims for compensation, except for claims arising from fraud, latent defects, or contractual warranty obligations.

5. Standard of Performance

Consultant agrees to perform services with the standard of care, skill, and diligence normally provided by a professional in the performance of similar services.

6. Method of Performing Services

Consultant shall determine the method, details, and means of performing the services subject to the terms of this Agreement.

7. Coordination of Services

Consultant shall coordinate all services with the City's designated representative ("Project Manager").

8. Place of Work

Consultant shall perform the services provided for in this Agreement at any place or location and at such times as the Consultant shall determine. When services involve the participation of City, predetermined and mutually agreed upon location(s) and time(s) shall be determined in advance.

9. Principal in Charge

Consultant will designate one of its staff members as its principal-in-charge and person responsible for necessary coordination with Project Manager.

10. City's Responsibility

City shall cooperate with Consultant as may be reasonably necessary for Consultant to perform its services. Project Manager agrees to provide direction to Consultant as requested regarding project requirements.

11. Non-Appropriation of Funds

Payments to be made to the Consultant by the City for services performed within the current fiscal year are within the current fiscal budget and within an available, unexhausted and unencumbered appropriation of the City. In the event the City does not appropriate sufficient funds for payment of the Consultant's services beyond the current fiscal year, this Agreement shall cover payment for the Consultant's services only up to the conclusion of the last fiscal year in which City appropriates sufficient funds and shall automatically terminate at the conclusion of such fiscal year.

This Agreement commences between the Parties in alignment with paragraph two (2) in the City's Fiscal Year 2026. Based upon the Project Timeline in Exhibit A, the full and complete duration of Phase 1 is projected into the City's Fiscal Year 2027.

12. Independent Contractor

The City and Consultant agree that, in performing the services under this Agreement, the Consultant is acting as an independent contractor and not as an employee of the City. The Consultant and its employees shall not be considered City employees, and the Consultant shall retain full control over the hiring, direction, compensation, and termination of all individuals assisting in the performance of services.

The Consultant shall be solely responsible for all matters related to the payment and management of its employees, agents, subcontractors, and subconsultants. This includes compliance with Social Security requirements, federal and state income tax withholding, and all other regulations governing employer-employee relationships. The Consultant agrees to hold the City harmless from any claims or liabilities arising from such obligations.

13. Consultant Not Agent

Unless expressly authorized in writing by the Project Manager, the Consultant, along with its agents, employees, subcontractors, and subconsultants, shall have no authority—whether expressed or implied—to act on behalf of the City in any capacity or to bind the City to any obligation.

14. Non-Exclusive Services

Nothing in this Agreement shall prohibit or restrict Consultant from providing services to other clients or engaging in other business activities at its sole discretion. However, Consultant agrees that such activities shall not materially interfere with the timely and effective performance of services under this Agreement for the City.

15. Termination

The City may terminate this Agreement by providing written notice to the Consultant, delivered (e.g., email, etc.) or mailed by the Project Manager. Such termination shall take effect thirty (30) calendar days from the date the notice is delivered or mailed. Upon termination, the City agrees to compensate the Consultant in full for all amounts due as of the effective termination date, including any expenses incurred on behalf of the City, whether for third-party services or otherwise.

Similarly, the Consultant may terminate this Agreement by providing written notice to the Project Manager. Such termination shall take effect thirty (30) calendar days from the date the notice is delivered (e.g., email, word-of-mouth, etc.) or mailed. The Consultant agrees to provide the City with reports, documents, information, deliverables, etc. that are due and for which payment has been made by the City to the Consultant.

16. Indemnity

The Consultant agrees to indemnify, defend, and hold harmless the City, its City Council, and each of its members, as well as all City officers, employees, representatives, and agents, from any and all liabilities, claims, demands, actions, damages (whether arising from contract or tort, including but not limited to personal injury, death, or property damage), costs, and financial losses arising out of or related to this Agreement. This includes all litigation or mediation expenses, fees, and associated costs that result directly or indirectly from any acts or omissions related to this Agreement by the Consultant or any of its agents, employees, subconsultants, subcontractors, consultants, or other persons acting on its behalf. This obligation to indemnify, defend, and hold harmless applies regardless of whether the acts or omissions in question arise from active negligence, passive negligence, or strict liability on the part of the Consultant or its representatives. This obligation shall not apply to claims arising

from the sole negligence or willful misconduct of the City. The Consultant's indemnification obligation shall be limited to the extent of its proportionate fault and shall be subject to the limits of Consultant's available insurance coverage. In no event shall Consultant be liable for consequential, indirect, special, exemplary, or punitive damages.

17. Confidentiality of Information

Any documents and materials provided to, prepared by, or assembled by the Consultant under this Agreement shall be treated as confidential. The City shall not disclose or make these materials available to any third party without the prior written approval of the Consultant, except as required by the Texas Public Information Act (Chapter 552 of the Texas Government Code).

18. Ownership of Documents

Upon the City's request, the City shall have immediate access to all reports, documents, information, project deliverables, etc. The Consultant shall provide these materials to the Project Manager within ten (10) business days from the date of request. The Consultant may retain copies of these documents for its records.

Any significant modification of the documents and materials by City staff, use of completed documents and materials for other City projects, or use of uncompleted documents and materials without the Consultant's written consent shall be at the City's sole risk. The Consultant shall bear no liability or legal responsibility for such use. Consultant shall not be responsible for modifications made to documents by the City without Consultant's involvement.

19. Conflict of Interest

The Consultant shall promptly notify the Project Manager of any contracts, agreements, arrangements, or interests that arise during the performance of this Agreement that may create a conflict with the City's interests. This includes any business relationships with manufacturers, suppliers, contractors, or other clients whose interests could be impacted by the services provided under this Agreement, as well as any personal or client interests in properties that may be affected. The Consultant shall take all necessary steps to prevent actual conflicts of interest or any appearance of impropriety.

20. Successors and Assigns

The Consultant and City agree that this Agreement shall be binding upon and inure to the benefit of the heirs, executors, administrators, successors and assigns of the Consultant and City.

21. Fair Employment Practices

The Consultant agrees to ensure that all employees are treated equitably, without discrimination based on race, color, religion, ancestry, national origin, disability, sex, marital status, age, or any other protected status, in compliance with applicable anti-discrimination laws of the United States, the State of Texas, and the City. During the execution of this

Agreement, the Consultant and any subcontractors shall adhere to equal opportunity employment principles, ensuring fair treatment of applicants and employees without discrimination based on any legally protected status.

22. Force Majeure

Neither the City nor Consultant shall be liable for failure to perform its obligations under this Agreement and shall have the right to terminate this Agreement if performance is delayed by reason of war; civil commotion; acts of God; inclement weather; governmental restrictions or regulations; epidemics; pandemics; fires; strikes; lockouts; natural disasters; riots; material or labor restrictions; transportation restrictions; or other circumstances which are reasonably beyond the control of the City or Consultant.

23. Governing Law and Venue

This Agreement, including its interpretation and enforcement, shall be governed by the laws of the State of Texas. Any legal proceedings arising from or related to this Agreement shall be brought exclusively in the state or federal courts located in Tarrant County, Texas, and both Parties hereby consent to the jurisdiction of such courts.

24. Compliance with Laws

The Consultant agrees to adhere to all applicable City, State, and federal laws, rules, and regulations that are currently in effect or may come into effect, as they pertain to the services provided under this Agreement.

25. Severability

The City and Consultant agree that the invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision.

26. Waiver

The City and Consultant agree that a waiver of any breach of a provision in this Agreement shall not be construed as a waiver of any subsequent breach of the same provision or any other provision. The failure of either party to enforce any provision at any time shall not be deemed a waiver of the right to enforce that provision in the future.

27. Counterparts

This Agreement may be executed in multiple counterparts, each of which shall be considered an original, but all of which together shall constitute one and the same instrument.

28. Arbitration

The City and Consultant agree that in the event of any dispute with regard to the provisions of this Agreement, the services rendered or the amount of Consultant's compensation, the dispute shall be submitted to nonbinding mediation pursuant to AAA. Each party shall share equally in the costs of the mediator and shall be responsible for its own attorney's fees and expenses.

Thereafter City and Consultant agree that any dispute arising under this Agreement shall be brought exclusively in the state courts located in Tarrant County, Texas.

29. Attorney's Fees

The City and Consultant agree that in the event of any claim, dispute, or legal action arising under this Agreement, each party shall be solely responsible for its own attorney's fees and associated costs. Under no circumstances shall either party be liable for the other party's legal fees or expenses, regardless of the outcome of the litigation.

30. Authority to Execute

The City confirms that the individual signing this Agreement has been duly authorized by the City Council to execute it on the City's behalf. The Consultant affirms that the individual signing this Agreement has the necessary authority to execute it on behalf of the Consultant.

31. Notices

All notices, requests, or other communications (excluding invoices) hereunder must be in writing and transmitted via email, overnight courier, and/or certified/registered mail, postage prepaid and return receipt requested to the City and Consultant as follows:

CITY OF GRAPEVINE:

The City of Grapevine, Texas
City Manager, Bruno Rumbelow or designee
200 S. Main Street
Grapevine, Texas 76051
(817) 410-3105

The City of Grapevine, Texas Attorney
Mr. Matthew Boyle
200 S. Main Street
Grapevine, Texas 76051
(817) 410-3105

CONSULTANT:

Sciens LLC
ATTN: Ernest Pages, Partner
101 North Greenville Avenue, Suite 260C
Allen, Texas 75002
epages@sciens.com

32. Amendment

The City and Consultant agree that the terms and conditions of this Agreement may be reviewed or revised as needed. However, any modifications shall only become effective when documented in writing and signed by both the City and Consultant.

33. Entire Agreement

This Agreement represents the full and complete understanding between the City and the Consultant regarding the subject matter herein. It supersedes all prior negotiations, discussions, agreements, and commitments, whether verbal or written.

EXECUTED this ___ day of March 2026.

CITY OF GRAPEVINE, TEXAS

By: _____ (signature)

Mr. Bruno Rumbelow _____ (printed)

City Manger, City of Grapevine _____ (title)

_____ (signature)

Mr. Matthew Boyle _____ (printed)

City Attorney, City of Grapevine _____ (title)

EXECUTED this ___ day of _____ 2026.

SCIENS LLC

By: _____ (signature)

_____ (printed)

_____ (title)

Exhibit A

Computer Aided Dispatch and Public Safety Records Management
System Selection Proposal (December 11, 2025)



The City of Grapevine, TX

Computer Aided Dispatch and Public Safety Records Management System Selection Proposal

Sciens LLC
5900 South Lake Forest Drive
McKinney, Texas 75070

Proposal Contact:
Ernest Pages, Partner
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December 11, 2025


 Letter of Transmittal

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The City of Grapevine, TX
 Assistant Chief Rebecca Graves
 200 S. Main Street
 Grapevine, TX 76051



Dear Assistant Chief Graves:

Thank you for the opportunity to submit this proposal for the City of Grapevine's Computer-Aided Dispatch (CAD) / Records Management System (RMS) Selection project. Sciens Consulting is excited to bring our public safety technology expertise to support the City in achieving a successful, seamless transition to a next-generation solution.

Sciens is a highly specialized, national management consulting firm that has dedicated itself to serving the needs of local governments like Grapevine. We are able to provide our customers with personal service and dedicated attention not available in the larger, more impersonal consulting firms. Just ask our customers...they know the difference. Because of our focus on public safety, we understand the operational, reporting and regulatory demands agencies face. We have over 35 years' experience conducting public safety needs assessments, developing tailored RFPs, assisting with vendor evaluation and selection, and guiding contract negotiations for mission-critical systems such as CAD, RMS, Mobile, JMS and 911 communications.

We live and operate our consultancy with a Code of Ethics to guide our decisions and daily activities. Our Code of Ethics represents four qualities that we consider essential.

- Reliability to uphold promises and take responsibility for actions and decisions.
- Respect to bring honesty, fairness, honor and courtesy to every relationship.
- Professionalism that guarantees complete transparency in the best interest of the client, and a belief that inspiring positive change is more valuable than profitability.
- Trustworthiness to protect the privacy and confidentiality of all entrusted information.

Sciens has no vendor affiliations, relationships or preferences and will act in an unbiased manner as we assist the City. If you have any questions regarding our proposal, please consider me your primary point of contact and feel free to contact me directly.

Respectfully submitted,



Ernest Pages

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Firm Overview

Sciens has over 35 years of experience working alongside law enforcement and public safety agencies across the country. We've successfully guided dozens of agencies through the critical process of selecting the right CAD/RMS system to support their mission.

We understand that selecting a new CAD/RMS system is about more than just features. It's about ensuring officer safety, enhancing response times, and enabling seamless communication between dispatchers, field personnel, and command staff. That's why we take a **hands on, deep dive approach** to every engagement. Our consultants work directly with your police and fire departments to understand your operational environment, current technology, field experience, and the unique community needs you serve.

With deep experience supporting large and small agencies nationwide, Sciens is well-equipped to help your department **navigate the challenges of CAD/RMS technology modernization**. We don't just guide the procurement process; we help you build a foundation for long-term operational and public safety excellence.

Sciens by the Numbers

35+

Years of Law
Enforcement
Collaboration

250+

Public Sector Clients
Served

400+

Successful
Engagements

95%

Retention
Rate



Trusted Advisors in Public Safety System Strategy, Selection & Implementation

At Sciens, we bring real-world public safety experience to every engagement. Our team is composed of **former law enforcement officers, dispatch supervisors, and public safety technology leaders** who understand the unique demands of 911 operations, patrol, fire, and EMS environments. This firsthand experience allows us to engage with your team not just as consultants, but as operational peers who know first-hand the stakes and pressures of public safety decision-making.

We maintain complete vendor neutrality, ensuring our recommendations are focused solely on your strategic goals. Whether supporting a single agency or a multi-agency consortium, our team guides clients through system evaluation, procurement, and implementation with a strong focus on operational enhancement, system performance, and long-term sustainability.

What Makes Sciens Different

- **Real-World Knowledge of the Public Safety Tech Market:** We know the strengths and weaknesses of leading CAD, RMS, and Mobile platforms. We help you cut through the noise and focus on what fits your operational and technical needs, not just what's new or trending.
- **Seasoned Experts with Law Enforcement & Local Government Backgrounds:** Our consultants have deep experience in dispatch center operations, CAD/RMS procurement, and public-sector technology strategy. We've partnered with hundreds of cities, counties, and public safety agencies nationwide.
- **Independent, Vendor-Neutral Advice:** Sciens does not sell software, and we have no affiliations with vendors. You'll always receive an unbiased perspective focused solely on what serves your best interests.
- **Tailored Solutions, Not Templates:** No two agencies are the same. Every assessment, roadmap, and procurement document we develop reflects your priorities, workflows, and stakeholders.
- **Hands-On, Collaborative Approach:** We work side by side with your staff, facilitating stakeholder sessions, building requirements, drafting RFPs, and assisting with vendor evaluations to make procurement and implementation smooth and successful.

About Sciens

Based in Dallas and serving agencies nationwide since 1989, Sciens helps public safety organizations navigate an ever-changing technology landscape. With **decades of hands-on experience supporting hundreds of public safety technology initiatives**, we apply a proven methodology to align requirements and evaluate solutions. Most importantly, we guide you through every stage of the process ensuring you have the clarity and information needed to make confident, well-informed decisions.

Sciens maintains a public safety specialty team of consultants, project managers, and subject-matter experts located across the United States. This nationwide presence allows us to draw on the right expertise as the project progresses. For your engagement, Sciens will assign a dedicated team consisting of an engagement lead, senior project manager, public safety functional consultants, and technical advisors with decades of hands-on experience in CAD/RMS systems.



Public Safety Technology Planning and Selection Expertise

Our consultants stay current in the latest industry trends through participation in key certification programs and educational forums including:



Every agency we serve is unique. Each comes with their own set of goals and priorities. Sciens' dedicated team of public safety experts help you analyze your current issues and develop an RFP that meets your organization's individual needs and overall vision. Our projects are focused to solve variety of challenges including:



CAD/RMS System Strategic Planning



Management Vision & Strategy



Organizational Structuring



End User Hardware & Software Review



Data Analytics and Crime Trends



CAD/RMS System Budget Forecasting



Staffing & Resource Advisement



Technology Lifecycle Analysis



10-Year Total System Cost Analysis



Back End Infrastructure, Data Center & Network Recommendations



Software Implementation & Support



Business Operations, Strategy & Assessment Services



Functional Requirements Definition



CAD/RMS System Vendor Analysis



Operational Process Review and Recommendations



Technology Procurement & Governance



Experience with Local Government Public Sector

The Sciens project team has an extensive history working with local government customers to assess their operations and technology needs, develop plans based on sound, proven solutions, and successfully guide the systems procurement process from conception through implementation. Below is a summary of some of our recent clients we have assisted with their technology projects.

- Ada, OK
- Alachua County, FL
- Allen, TX
- Amarillo, TX
- Bi-County Police Information Network, WA
- Boone County, KY
- Burleson, TX
- Carrollton, TX
- Cedar Park, TX
- Charlotte, NC
- Citibank
- Cleburne, TX
- Colleyville, TX
- Collier County, FL
- Collin County, TX
- Columbia, MO
- Columbus, OH
- Congroe, TX
- Dallas County, TX
- Danville, VA
- Deer Park, TX
- Delray Beach, FL
- DeSoto, TX
- Ector County, TX
- Fort Lauderdale, FL
- Franklin & Benton Counties, WA
- Gilbert, AZ
- Greene County, MO
- Hastings, NE
- Hialeah, FL
- Hillsborough County, FL
- Indianapolis, IN
- Irving, TX
- Jacksonville Beach, FL
- Johnson County, TX
- Jupiter, FL
- Jupiter and Palm Beach Gardens, FL
- Keller, TX
- Kennewick, WA
- Lancaster, TX
- Lincoln, MA
- Loveland, CO
- Lubbock, TX
- Martin County, FL
- Maui County, HI
- McKinney, TX
- Mesa, AZ
- Miami International Airport, FL
- Norcross, GA
- Norman, OK
- North Richland Hills, TX
- North Central Texas Council of Governments
- Northampton County, PA
- O'Hare International Airport, IL
- Odessa, TX
- Onondaga County and Syracuse, NY
- Owensboro, KY
- Oxnard, CA
- Palm Beach Sheriff's Office, FL
- Palm Beach, FL
- Parkland, FL
- Pearland, TX
- Plano, TX
- Plantation, FL
- Polk County, FL
- Pompano Beach, FL
- Port Arthur, TX
- Prosper, TX
- Richardson, TX
- Richland, TX
- Richland, WA
- Sony Corporation
- Southlake, TX
- Spartanburg County Parks & Rec Commission, SC
- St. Petersburg, FL
- Sugarland, TX
- Sun Prairie, WI
- Sunrise, FL
- Syracuse, NY
- Truckee, CA
- Universal Studios, Japan
- University Park, TX
- Victoria, BC, Canada
- Waco, TX
- Wayne County Probate Court, FL
- Westlake, TX
- Westminster, CA
- Wichita Falls, TX
- Wilmette County, IL
- Wylie, TX
- Yuma, AZ

Representative Public Safety Modernization Projects

Sciens has successfully supported public safety agencies across the country in selecting and implementing new Computer-Aided Dispatch (CAD) and Records Management Systems (RMS). Our experience spans diverse municipal and county environments, each with its own operational complexity, technical infrastructure, and stakeholder engagement requirements. Below are a few representative projects of similar scope and scale:

Lubbock, TX – Integrated CAD/RMS/FRMS Selection and Implementation Population – 272,000

The City of Lubbock, with more than 200,000 residents, was facing a pressing challenge: its legacy CentralSquare public safety software had reached end-of-life, vendor support was discontinued, and the city needed a modern system that could scale. To address risks from operational disruption, Sciens was brought in to lead the assessment, requirement gathering, and RFP development for replacing multiple interrelated systems, CAD, RMS, Mobile, Fire RMS, and radio, as well as integrating with its new real-time crime center.



After validating Lubbock's technical and functional needs, Sciens helped craft a comprehensive RFP that emphasized legacy data conversion, seamless system integration across departments, and cost control. Once a vendor was selected, Sciens stayed involved through project advisory services ensuring the contract terms were met, monitoring implementation, and helping resolve integration and deployment issues. The result: a modern public safety suite that delivers more efficient, reliable operations for Lubbock's emergency services.

Oxnard, CA – CAD/RMS Selection and Implementation Support Population – 201,000

Sciens partnered with the City of Oxnard, California, to modernize its public safety technology and replace an outdated CAD/RMS platform. Serving a large and diverse community, Oxnard required a solution that could streamline police operations, improve data sharing, and support long-term growth. Our team engaged stakeholders across the Police Department to capture requirements, evaluate operational workflows, and build a roadmap that aligned technology improvements with operational priorities.



Beyond planning and procurement, Sciens served as Oxnard's project managers throughout the CAD/RMS implementation. We oversaw vendor activities, coordinated system integration, and ensured milestones were delivered on time and within scope. By combining strategic guidance with hands-on project management, Sciens helped Oxnard achieve a smooth transition to a modern CAD/RMS system that enhances efficiency, interoperability, and community service.



DIFIN, Kennewick, WA – Multi-Agency CAD/RMS Vendor Selection

Population - 283,000

Sciens partnered with both City and County stakeholders in Kennewick, WA on a joint initiative to replace outdated CAD and RMS systems. The effort spanned law enforcement, fire, EMS, and dispatch centers, requiring strong communication and collaboration across agencies. Our role was to help align priorities, facilitate coordination, and ensure all parties were engaged throughout the process.



To achieve this, Sciens established a joint steering committee with clear decision-making authority and structured the RFP to allow for modular deployment while defining agency-specific roles within the governance model. We also conducted vendor reference checks with similarly structured jurisdictions to reinforce best practices. By emphasizing collaboration and proactive change management, Sciens successfully supported 10 cities and 2 counties in selecting a modern CAD/RMS platform designed for long-term regional success and also supported its implementation effort.

Mesa, AZ – Integrated CAD/RMS Selection and Implementation

Population - 517,000

Sciens partnered with the City of Mesa, Arizona, to guide a comprehensive assessment and procurement of a next-generation CAD/RMS for the Mesa Police Department. With multiple systems in place, such as field-based reporting, mobile units, and digital evidence platforms, the project required thoughtful planning to ensure seamless integration and long-term sustainability. Our approach emphasized collaboration with stakeholders to define needs, address future growth, and build a clear strategy for modernization.



To support the City's goals, Sciens created a system integration roadmap that prioritized interoperability with mobile technology, body-worn cameras, and digital evidence tools. We also addressed data formatting, retention, and historical record export requirements to reduce long-term risk. By combining technical insight with a strong focus on change management, we helped Mesa position itself for a smooth implementation and broad user adoption of its new CAD/RMS platform.



Experience with Public Safety System Products

Sciens Consulting performs all work in an objective and a vendor neutral capacity. The company has no ties to the vendor community and only provides independent services. We certify that our bid is made without prior understanding, agreement or connection with any corporation, firm or person submitting a bid for the same materials, services, supplies or equipment, and is in all respects fair and without collusion or fraud.

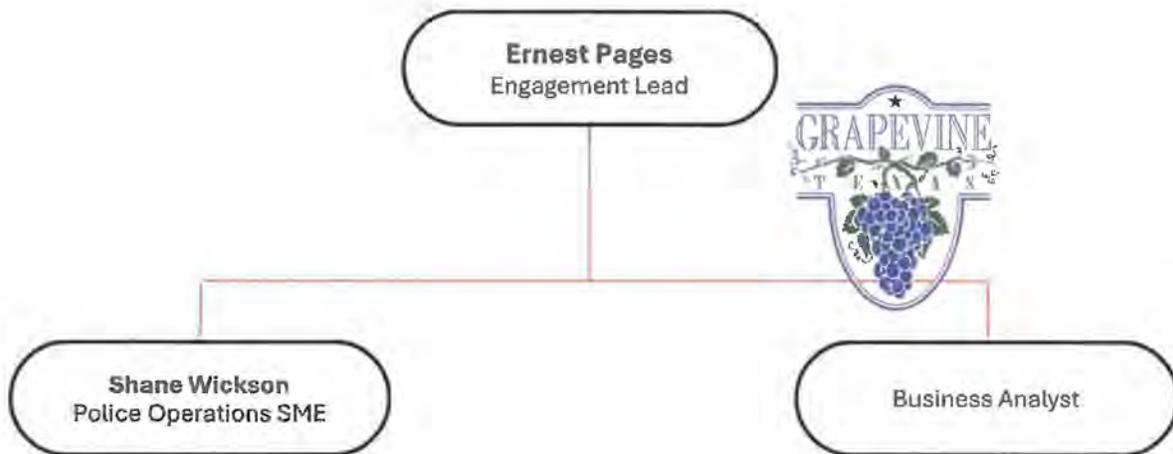
Sciens Consulting has experience and first-hand knowledge of the following public safety vendors and their software:



Project Team

The foundation of a successful project is assembling a highly qualified team supported by a clear and disciplined framework for execution. In our experience, the strongest outcomes are achieved through partnerships built on trust, respect, and accountability. As outlined in the project organization below, Sciens will integrate seamlessly with the City's project management team while establishing a formal governance structure to guide planning, execution, and quality assurance.

To deliver on this commitment, the following Sciens team members will bring the specialized expertise required to support the City throughout the selection and implementation of the CAD/RMS.



Resource Availability

We are 100% committed to the success of the project and ensure the City transitions their CAD/RMS system successfully. Working with executive management and end users, the Sciens team provides leadership and execution expertise to ensure the project stays within budget and schedule. Other members of the Sciens team may be brought in throughout the project as needed.





Ernest Pages

Engagement Lead

Summary

Ernest is a nationally recognized public safety technology consultant with over 25 years of experience helping government agencies modernize CAD and RMS. His expertise spans strategic planning, technology selection, and implementation guidance for police, fire, and emergency management operations. Ernest is known for guiding agencies through complex system evaluations that align with CJIS, NIBRS, and AB 748 requirements.

Relevant Experience

Engagement Leadership

Ernest has led multiple multi-agency CAD/RMS modernization initiatives, facilitating collaboration between law enforcement divisions, IT departments, and city administration. Ernest also advises agencies on change management approaches, customized training programs, and policies governing AI, data governance, and body-worn camera usage, ensuring alignment with public accountability and compliance standards.

Public Safety CAD/RMS Assessment, Selection & Implementation

Analyzed operations of 50+ public-sector police and fire agencies; developed RFPs and supported vendor evaluation, contract negotiation, and integrated system implementation. Recommended improvements to key business processes and technologies (CAD, Records, Mobile, FRMS, Radio, Body/Dash Cameras, Court Management, Crime Analysis). Assessed GIS requirements, data sources, architecture, and organizational support, and guided procurement and selection of optimal GIS integration partners.

Public Safety System Procurement

Developed procurement documents for modern Public Safety system solutions including optional Cloud-hosting, alternate pricing, contractual requirements, end user functional requirements, and vendor scoring metrics. Provided objective evaluation and ranking of proposals, evaluation of vendor demonstrations, and final recommendations to client management.

Recent Clients

Boone County, KY
 Conroe, TX
 Delray Beach, FL
 Hastings, NE
 Keller, TX
 Kennewick, WA
 McKinney, TX
 Moore, OK
 North Richland Hills, TX
 Owensboro, KY
 Oxnard, CA
 Plano, TX
 Prosper, TX
 Southlake, TX
 Truckee, CA
 Waco, TX
 Westminster, CA

Education

University of Miami School of
 Business
*Masters of Business
 Administration*

Florida Atlantic University
 School of Engineering
*Bachelors of Science in
 Mechanical Engineering*





Shane Wickson

Police Operations SME

Summary

With 20+ years in law enforcement, including 4 years supervising a 9-1-1 communications center, Shane combines deep expertise in emergency communications technology with practical dispatch experience. Dual-licensed as a police officer and dispatcher, he has worked extensively with Motorola radio systems, CentralSquare OSSI CAD, and regional 9-1-1 operations. His background includes CAD/RMS deployments, radio system integrations, and managing telecommunications staff to improve emergency response.

Relevant Experience

Dispatch Communications Center Management

Supervised a 9-1-1 communications center, overseeing daily operations, staffing, training, and scheduling while driving modernization initiatives. Led the implementation and regional integration of CAD system with police, fire, and EMS partners, improving dispatcher efficiency, data sharing, and emergency response coordination.

Public Safety Technology Assessment & Planning

Shane has conducted comprehensive technology assessments across multiple law enforcement agencies to identify operational gaps, risks, and opportunities for improvement. Developed strategic technology roadmaps aligned with best practices and NG911/NENA standards, introducing innovative solutions that optimized workflows, strengthened interagency coordination, and enhanced reporting and analytics capabilities.

CAD/RMS Systems Procurement and Implementation

Directed the deployment and integration of a wide range of public safety technologies, including digital evidence management systems, body-worn and in-car cameras, court management platforms, and crime analysis tools, ensuring seamless interoperability with existing CAD/RMS systems and other law enforcement technologies to improve overall system performance and public safety outcomes.

Recent Clients

Boone County, KY
Cleburne, TX
Grand Prairie, TX
Johnson County, TX
Keller, TX
Moore, OK
Owensboro, KY

Specialization

Emergency Communications &
Dispatch Operations
CAD/RMS Systems Deployment
Integration with Law
Enforcement Workflows
Data Reporting & Analysis
Digital Evidence Management
Systems
Dash and Body-Worn Camera
Integration
Radio Systems Implementation
Crime Analysis Tools and
Technologies
Incident Management and
Dispatch Systems
Cloud-Based Solutions and
Hybrid Models for Law
Enforcement



Project Scope of Work

Overview

Over the last two decades, there has been a marked shift in how work is performed within public safety agencies, from silo departments with separate functions and outputs, to a system of interlinked processes that cross functions and link organizational activities. Today, with increasingly tight budgets, agencies are looking to improve their operation through the use of modern technology.

Public Safety systems can help cities to achieve these goals. Our consulting team understands that selection of a new public safety system is a business, technical, financial, political, process and organizational decision. Because these solutions are broad in their scope and reach deep within the organization, we work with the organization to include a broad-based group of employees in any selection effort.

Sciens has assisted agencies through this transition; we specialize in streamlining operations and aligning the business needs with the appropriate technology. Our consulting team understands the complexity of this selection. We understand that the most important criterion is the evaluation of risk associated with any given product and its implementation. As a result, our consulting team works with the City's evaluation team to make functional enhancement and risk mitigation key priorities in evaluating different solutions, different implementation methods, different delivery methods and different implementers.

Based on our extensive experience with public safety agencies, Sciens is proposing to begin with an assessment of the current environment to understand the business objectives that each of the end user groups wants to achieve through this system replacement. We identify desired functionality that is commercially available today and viable within the City's technology architectures and budgets that can be included in the request for proposal.

The graphic to the right shows a comprehensive Justice and Public Safety System environment. In today's market, however, no single vendor has a best-of-breed capability in all component systems. Cities are choosing to either compromise on functionality in certain areas for the sake of full-integration or choose multiple vendors' systems and provide that integration for themselves. While the latter places an added burden upon the City's IT Department, it is often the only way to achieve the promise of full integration without compromising on functionality.

In addition, we look at the core dependent components that are Common Systems to a state-of-the-art Public Safety applications environment:

- Management Dashboards
- Document Management
- Crime Analytics & Reporting
- Workflow & Forms
- GIS integration.



Our Understanding of the City of Grapevine's Needs

For the past several years, the City of Grapevine, Texas has relied on the CRIMES CAD/RMS system to support its public safety operations. However, due to the system's limitations and growing needs of the department, the City has decided to pursue a transition to a modern and fully integrated CAD/RMS solution. This change is intended to improve efficiency, reliability, and the overall effectiveness of public safety services, ensuring that Grapevine continues to provide the highest level of service to its residents.

In support of this transition and the future operational goals of the organization, the City is requesting consulting services to assess the current system environment, develop a comprehensive Request for Proposals (RFP), evaluate software vendor submissions, provide guidance throughout contract negotiations, and project management support during implementation.

Specifically, the City would like to select and implement a new integrated Public Safety system to achieve the following goals:

- Improve decision making
- Provide enhanced analytical tools and crime trend mapping
- Improve access to information
- Improve efficiency and effectiveness of police/fire operations
- Improve accountability
- Improve reporting to upper management for real-time decision making

Sciens has outlined the following scope of work to support the replacement of the current CAD/RMS system. Our project approach reflects proven methodologies we have successfully applied with hundreds of public safety organizations, ensuring effective outcomes while tailoring to the City's unique needs. We are confident this framework provides a strong foundation for success incorporating the City's priorities.

Project Approach

The project is managed hand-in-hand with the City, with Sciens' leadership every step of the way. The phase breakdown of our CAD/RMS selection methodology is shown below.



Phase 1.1 – Project Management, Data Gathering and Interviews

The purpose of Phase 1.1 of the project is to establish the business context for the project, examine current business practices and processes that need to be maintained or updated, and gather data to help analyze the current state of the Public Safety system.

Specifically, this phase includes the following tasks:

We meet with staff onsite to gather input, discuss gaps in workflow and define system requirements. We also begin reviewing hardware, software, training, integration points, and support processes.

Key On-Site activities in this phase include:

- City Strategic Direction and Goals – Working with the City Management and the key stakeholders of the Public Safety system (e.g., Police Chief), Sciens gains an understanding of the City’s strategic direction and goals, and what decision points would help to further that direction. We assist in the creation of a vision for the Public Safety system and definition of goals the City wants to achieve through this process.
- Functional and Business Process Review – We meet in-person with cross-functional teams consisting of **Dispatch, Patrol, Records, Investigations, Property and Evidence, Jail, Digital Evidence Management, and other core Public Safety departments**. During these meetings, we capture:
 - Workflow and business process limitations of the existing system
 - Reporting capabilities focused on PD-specific needs
 - Crime analysis and real-time trend mapping functionality or limitations throughout the operational departments
 - Manual recurring data entry to/from the current system with other ancillary systems in PD
 - SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats) of current practices and processes.
- Technology and Infrastructure Review – We work with IT staff to review the City’s current technical environment, including servers, network infrastructure, and business applications, to determine how to support a modern CAD/RMS system. This helps identify any upgrades or changes that may be needed to ensure system compatibility, minimize disruptions and reduce the need for future technical rework.
- Integration Review – During both business practice/process and IT Department discussions, we examine the systems that are currently integrated to the Public Safety system and look for opportunities to improve the efficiency of the environment.
- System Support Review – Assess the function and operations performed to support the current system based on interviews with the IT staff and end-user support staff, including:
 - The ability of the application to support technical services, such as workflow changes
 - Third party vendor interaction within the overall support structure
 - User involvement, control and segregation of duties for configuration changes.



Phase 1.2 – Needs Assessment and Recommendations Report

Building on the findings from Phase 1.1, Sciens will develop a detailed report that outlines the City’s current environment and provides a clear roadmap for the future.

- Needs Assessment and Recommendations** – Sciens produces a comprehensive document at the conclusion of this phase, documenting the current state of the environment, the City’s vision for an ideal system, infrastructure and application architectural requirements, integration requirements, system support requirements, and the initial budget and timeline for use in budget planning. In addition, Sciens develops a SWOT Analysis of the City’s current business practices and processes, including recommendations for ones to be targeted for any changes to the existing environment.
- Functional Maturity Analysis** - Sciens will perform a structured Functional Maturity Analysis to evaluate the City’s current CAD/RMS system. Sciens will analyze current business processes and technology capabilities, identifying where improvements are most needed in the new system to achieve operational effectiveness.
- Initial Budget and Implementation Timeline Development** – Within this report, Sciens will also develop an Initial Budget and Timeline to support informed planning. Using our experience with similar CAD/RMS projects and the information gathered during the assessment, we create budget estimates that include required modules, interfaces, hardware, and services. These estimates are presented as both high- and low-range figures to provide flexibility during budget planning. The preliminary timeline reflects a realistic sequence of future efforts based on industry experience and the City’s capacity to implement change.



This report serves as the foundational planning document to support informed decision-making and long-term success of the City’s CAD/RMS modernization initiative.

Needs Assessment and Recommendations Report	
✓ Business Process Review of Departments	✓ Recommended Next Steps
✓ City Management Vision and Goals	✓ Staffing Requirements to Support Next Steps/Future Projects
✓ IT/Backend Technical Review	✓ CAD/RMS Implementation Timeline
✓ Applications Integration Diagram	✓ Preliminary Budget Breakdown
✓ Current/Future State Analysis	✓ Change Management Recommendations
✓ Financial Reporting Limitations	✓ Risk Mitigation Strategy
✓ CAD/RMS Vendor Marketplace Analysis	



Phase 1.3 – Request for Proposals Development

In Phase 1.3, Sciens works closely with the City and its Purchasing team to develop a complete Request for Proposals (RFP) package and support its release to the vendor marketplace.

We begin by drafting detailed functional specifications based on the findings from the interviews and data gathering conducted in Phase 1.1. Once reviewed and approved by the City, these specifications are compiled into the RFP package, along with structured response forms and supporting documentation.

Specifically, the compiled RFP package includes:

- RFP Narrative** – The RFP Narrative serves as the core of the RFP package. It provides vendors with essential context and clear instructions for submitting a complete and compliant proposal. The narrative outlines why the City is replacing its CAD/RMS system, what goals and objectives the new system is intended to achieve, and a summary of the current and future application environment. It also includes detailed sections on:
 - Infrastructure and hosting requirements
 - Maintenance and support expectations
 - Implementation approach and timeline
 - Acceptance testing criteria
 - Contractual requirements and terms.
- Functional Requirements** – Sciens develops over 1,500 tailored specifications based on input gathered during earlier phases. Specifications include software (functional) requirements grouped by major components of the CAD/RMS system which can include: Dispatch & Call Handling, Records & Case Management, Evidence & Digital Media Integration, Mobile Data and Field Reporting, Reporting & Analytics, and AI-based Dashboards.
- Technical Specifications** – In addition, infrastructure specifications are created that define technical requirements including system architecture (On-Premises vs. Cloud), network design, server and storage needs, database compatibility, security, scalability, performance, system backup, and integration capabilities.
- Vendor Response Forms** - Sciens develops formal, structured response forms that vendors are required to complete as part of their proposal submission. These forms are designed to ensure that all vendors answer questions in a standardized format, allowing the City to make clear, side-by-side comparisons across key functional, technical, and service areas. In addition, detailed pricing sheets are included to establish uniform pricing parameters, ensuring consistency in vendor cost proposals and eliminating hidden or non-comparable pricing components.

As part of the RFP definition process and prior to its release to the marketplace, Sciens collaborates with the City to define the evaluation criteria and assign weights to key scoring categories. This ensures that all vendor proposals are assessed consistently and reflect the City's priorities. Sciens also reviews the complete RFP package with the project team to finalize language and confirm all components are ready for release. Once approved, the package is submitted for publication by the Purchasing department, with support from Sciens.



Phase 1.4 – Vendor Evaluation and Selection

In Phase 1.4, Sciens supports the City throughout the evaluation and selection process for CAD/RMS vendors. We guide the City in reviewing submitted proposals, shortlisting vendors for demonstrations, scoring performance, and making a final selection. This phase also includes reference checks, site visit feedback, and contract and statement of work (SOW) negotiation support.

Sciens facilitates this process by coordinating the Bidders' Conference, evaluating vendor submissions for compliance with RFP requirements, and using a structured Vendor Evaluation Matrix to track performance across all evaluation steps. We work closely with the City to ensure that both technical and business needs are objectively assessed and reflected in the final decision.

Once all proposals and demonstrations have been evaluated, Sciens assists the City in selecting a finalist and supports contract and SOW development. Specifically, this phase involves the following activities:

- **Bidders' Conference and Vendor Q&A Addendum** – Shortly after the RFP is released, Sciens coordinates and proctors the Bidders' Conference via MS Teams. At the conference, the City presents an overview of the RFP, outlines its objectives, and answers vendor questions. Following the meeting, Sciens drafts a formal Q&A addendum summarizing responses to all submitted questions, which is posted by the City as an official RFP update.
- **Vendor Evaluation Matrix** – Sciens develops a weighted scoring matrix to evaluate each vendor's performance at all stages of the process—proposal review, demonstrations, pricing, and more. This tool ensures consistent and objective evaluation across all categories.
- **10-Year Total Cost Analysis** – To provide a long-term cost perspective, Sciens prepares a 10-year total cost of ownership (TCO) model for each vendor. These cost estimates are incorporated into the evaluation matrix and contribute to the final scoring and ranking.
- **Vendor Proposals Evaluation** – Sciens leads the review of vendor proposals using the evaluation matrix, assessing each submission for technical and functional compliance, completeness, and overall fit with the City's goals. We also guide the City's internal project team in conducting their own evaluations, ensuring all perspectives are considered.
- **Vendor Shortlist and Demonstration Selection** – Based on proposal evaluations and cost analysis, Sciens and the City identify a shortlist of up to three vendors to participate in system demonstrations. This shortlist reflects the vendors' estimated ability to meet the City's CAD/RMS requirements.
- **Vendor Demonstrations** – Sciens manages and facilitates up to four vendor demonstration days (two vendors, two days each). We provide scoring tools for City staff to evaluate each demonstration consistently. If requested, Sciens will also score vendor performance independently. Results are compiled and added to the evaluation matrix.
- **Contract and Statement of Work (SOW) Negotiation Support** – Once a vendor is selected, Sciens supports the City through up to 40 hours of contract and SOW review and negotiation. We work closely with the City to review vendor documents, participate in negotiations, and help ensure the final agreement reflects the City's goals and setup for a successful and collaborative implementation.



Phase 2 – Implementation of the Selected CAD/RMS System

For Phase 2, we assist the City with the implementation of the new CAD/RMS system. This includes providing project management support, overseeing vendor(s) deliverables, schedule, deadlines, installation, and data migration.



Phase 2.1 – Project Implementation Assessment & Planning

In Phase 2.1, ongoing throughout the project, the Sciens team will assist the City with implementation management of the new system, including project planning and governance, vendor supervision, and expert guidance during each module’s business process analysis.

Complex, technical projects are prone to failure; however, that failure is largely due to inadequate or insufficient project planning and management. While the vendor typically provides a project manager, their mission is to represent the interests of the vendor, not the City; and, the project typically is larger than the scope being overseen by the vendor. Sciens will work with the City to ensure that activities critical to the project’s success are planned and executed well, and that sufficient vendor oversight is provided to ensure the project is successful and remains on schedule and budget. The specific tasks performed as part of this project are as follows:

- Develop and Present the Project Charter: We develop an internal Project Charter that outlines the project scope, key deliverables, success criteria, and governance structure. City feedback is incorporated to finalize the charter and ensure mutual understanding and agreement.
 - Implementation Governance: Assist the City with establishment of a project steering committee that governs the implementation of the new system and ensure that users have a voice in the system build.
 - Establish Project Teams: Assist the City with identification of roles to be filled on the project teams, by phase, including subject matter experts (SMEs), business leads and IT leads. Provide characteristics of individuals that make strong, successful team members.
 - Change Management Planning: Sciens will work with the City to plan for change management that focuses on clear communications and maintaining a positive perception of the system change for the duration of the project.



- o Risk Mitigation Planning: Sciens will work with the City to identify Vendor-dependent (e.g., data conversion) and non-Vendor-dependent (e.g., City resources availability) project risks. Create a project risk register which the Project Management team will use to identify the probability of risks occurring, potential impact on the project (including dependencies), mitigation actions to be taken, and assignment of resources responsible for mitigation.
- Vendor Kickoff / Project Plan Review: Sciens will work with the City and the Vendor to conduct upfront project planning and review the Vendor's Project Plan. This will include a review of materials, conference calls and onsite participation in the kickoff and negotiation of the Vendor's plan. The plan and GANTT should include both vendor activity (e.g., system installation, configuration, data conversion, training) and non-vendor activity (e.g., change management, infrastructure setup, risk management planning, disaster recovery planning) required to make the project successful.
 - o Data Conversion Planning: Sciens will work with the City and Vendor to plan for data conversion detailing data sources, resources required, validation and testing methods, schedules.
 - o End User Training Planning: Sciens will work with the City and Vendor to plan for training detailing (a) required training by user group, (b) timing, and (c) logistical requirements. These include dispatchers, officers, and records staff.

Phase 2.2 – Project Implementation Management Support

In Phase 2.2, the Sciens team will assist the City with implementation management of the project, including project plan and GANTT execution and vendor supervision. Phase 2.2 will be executed through onsite project management meetings occurring three times per year (on average); and, offsite project management activities, including regular weekly conference calls with the City's Project Management Team and separate calls with the Vendor. Specifically, this includes:

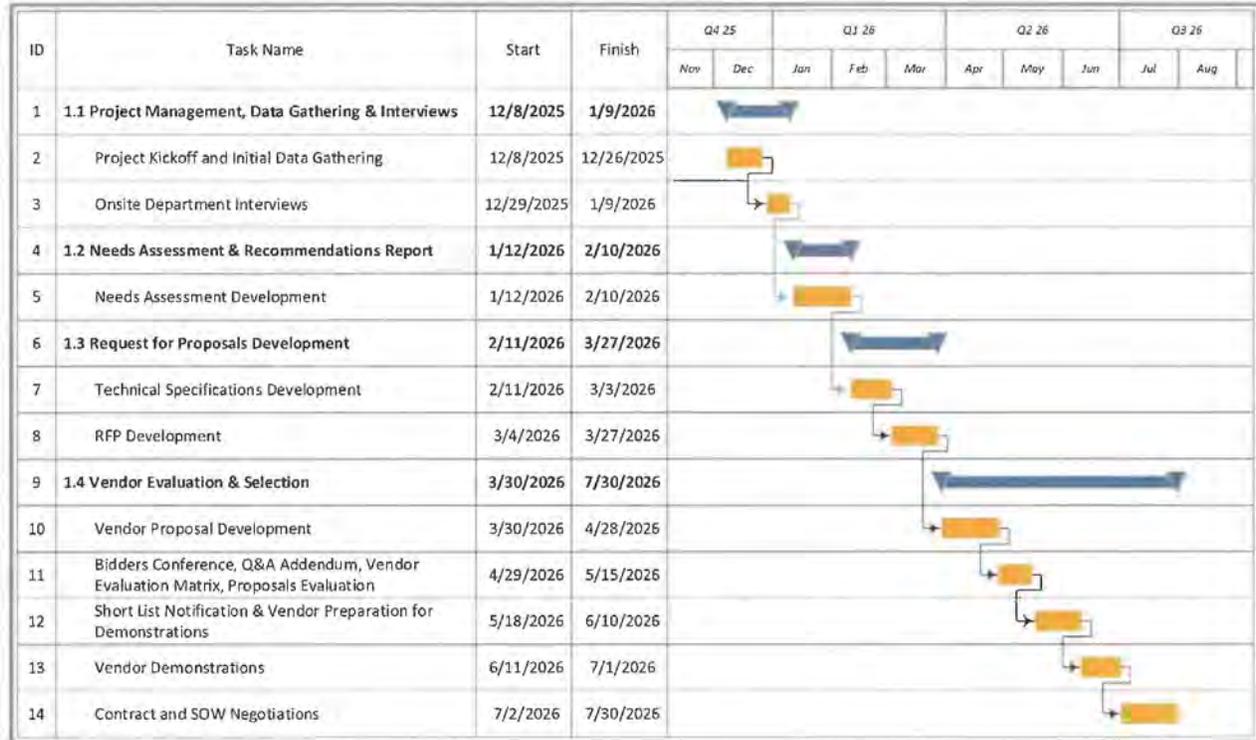
- Onsite Project Management Meetings: Regular Onsite Reviews, coordinated with both the City and the Vendor, to monitor execution of the Project Plan, do a comprehensive review of tasks completed during the preceding period, identify changes in practices required moving forward, and the upcoming tasks and assignments to ensure success.
- Ongoing Remote Project Management Support: Assist the City in active management of the vendor and its execution of the project over the project implementation by actively participating in weekly Vendor Management Calls for the duration of the project to assist with keeping tasks and resources on schedule; includes review of the overall project, progress against both schedule and budget, and review of Risk Register and Change Management requests.



The organization will need to assign a project analyst/coordinator to assist with this project internally for the City and act as the main point of contact for Sciens and the vendor. Sciens will work directly with this individual to ensure that activities critical to the project's success are planned and executed well, and that sufficient vendor oversight is provided to ensure the project is successful and remains on schedule and budget.



Project Timeline



Cost Proposal

Fee Schedule

The total project professional fees for services on the City of Grapevine's Computer-Aided Dispatch (CAD) / Records Management System (RMS) System Selection Project are outlined in the Project Cost Breakdown below. Based on the scope of work description, deliverables, and our proposed method for conducting the services outlined below, our not-to-exceed-total cost to complete all tasks is as follows.

PHASE 1: SELECTION OF A NEW CAD/RMS SYSTEM

Phase	Activity	Hours	Fees	Expenses	Total
1.1	Project Management, Data Gathering & Interviews				
A	Data Gathering and Onsite Interviews	108	\$ 20,100	\$ -	\$ 20,100
1.2	Needs Assessment & Recommendations Report				
A	Needs Assessment Development	112	\$ 18,320	\$ -	\$ 18,320
1.3	Request for Proposals Development				
A	RFP Development and Review	140	\$ 24,120	\$ -	\$ 24,120
1.4	Vendor Evaluation & Selection				
A	Bidders Conference, Q&A Addendum, Vendor Evaluation Matrix & Proposals Evaluation	96	\$ 15,440	\$ -	\$ 15,440
B	Short List Demos	82	\$ 16,700	\$ -	\$ 16,700
C	BAFO & Final Recommendations	18	\$ 3,020	\$ -	\$ 3,020
D	Contract & SOW Negotiation Support	80	\$ 17,200	\$ -	\$ 17,200
TOTAL		636	\$ 114,900	\$ -	\$ 114,900

Outlined below are the project costs for the second phase of the project, CAD/RMS Pre-Implementation and Implementation Project Guidance. Billing is a flat rate per month, and billing will occur monthly until the project is complete depending on the selected system's timeline.

PHASE 2: IMPLEMENTATION OF THE SELECTED CAD/RMS SYSTEM

Phase	Activity	Hours	Fees	Expenses	Total
2	Project Implementation Management Support				
A	Ongoing Remote Project Management Support (Billed/Month)	32	\$ 8,000	\$ -	\$ 8,000
B	Onsite Project Meetings (Billed/On-site Day)	8	\$ 2,000	\$ -	\$ 2,000



TIPS Purchasing Cooperative

This project along with any of Sciens Consulting's services can be purchased through the following Purchasing Cooperative:

Purchasing Co-op: TIPS-USA

Contract Number: **230105**

Contract Name: Technology Solutions Products and Services

More information can be found at:

<https://www.tips-usa.com/vendorProfile.cfm?RecordID=70CB96CA6605A6BB13B0FFD8BF237334>



Why Choose Sciens for Your CAD/RMS Project?

It is a pleasure to submit this proposal to
The City of Grapevine

Once again, thank you for taking the time to consider our firm to assist you with your CAD/RMS project. We understand this project is tremendously important to the City and thus you are seeking a qualified, experienced consulting firm to ensure the City selects the best fit system for its needs. You can be assured that we will work with your organization and end users to develop an RFP that is tailored to your goals and strategic vision to move the City ahead for the future as technology becomes more critical to the way you do business.

Some aspects that make us unique:



True Local Government Experts

We have dedicated ourselves to learning and working solely with local cities, counties, and utility districts enabling us to develop a deep comprehension of your business processes and technology needs. Many of our staff have worked in local government organizations, expanding our knowledge base even further.

Customized Deliverables to Capture Your Goals

We understand that no two clients are the same, each having their own set of challenges and business needs. Sciens works with each organization to personalize their RFP to meet these requirements in order to accurately depict the entire picture for the software vendors. We work with over 1500 specifications tailoring your RFP for the best outcome.



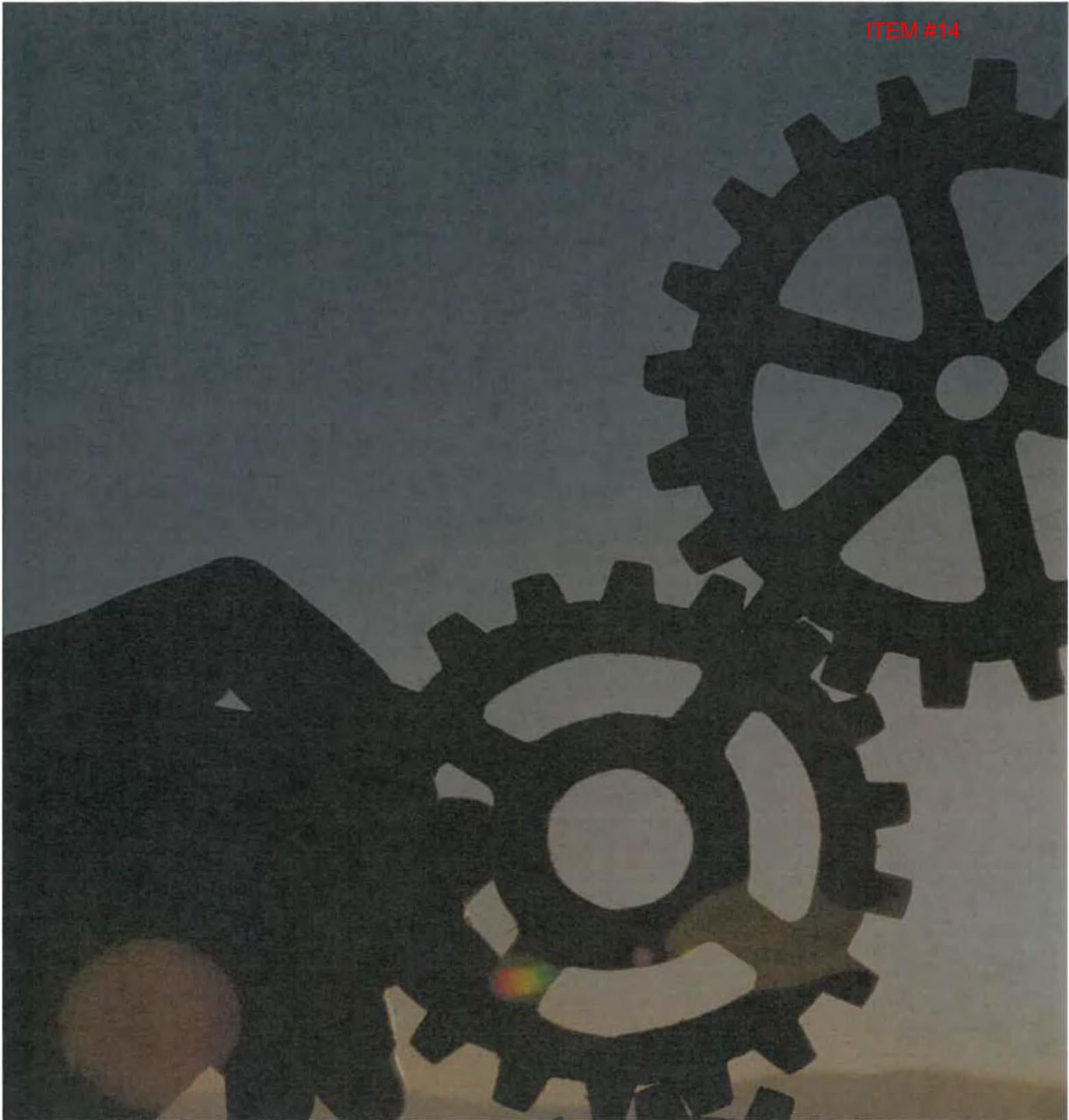
Considering Every Angle of the Project

In addition to capturing the business processes, workflows, and reports of the new system, Sciens also considers the technical and data flow aspects of the CAD/RMS and how other operational systems will “talk” to it. We help architect the future design to incorporate every system into the environment.

CAD/RMS Experienced Project Management and Advisement

Many of our expert staff have previously worked for some of the top CAD/RMS software companies as senior project managers and implementation consultants. This gives Sciens a unique advantage when implementing these systems as we have hands-on, in-depth knowledge that proves to be extremely beneficial for our clients in making decisions throughout their implementation projects.





Sciens Consulting

5900 S. Lake Forest Drive, Suite 300

McKinney, Texas 75070

888.898.3468

sciens.com



Exhibit B
Scope of Work

Project Scope of Work

Overview

Over the last two decades, there has been a marked shift in how work is performed within public safety agencies, from silo departments with separate functions and outputs, to a system of interlinked processes that cross functions and link organizational activities. Today, with increasingly tight budgets, agencies are looking to improve their operation through the use of modern technology.

Public Safety systems can help cities to achieve these goals. Our consulting team understands that selection of a new public safety system is a business, technical, financial, political, process and organizational decision. Because these solutions are broad in their scope and reach deep within the organization, we work with the organization to include a broad-based group of employees in any selection effort.

Sciens has assisted agencies through this transition; we specialize in streamlining operations and aligning the business needs with the appropriate technology. Our consulting team understands the complexity of this selection. We understand that the most important criterion is the evaluation of risk associated with any given product and its implementation. As a result, our consulting team works with the City's evaluation team to make functional enhancement and risk mitigation key priorities in evaluating different solutions, different implementation methods, different delivery methods and different implementers.

Based on our extensive experience with public safety agencies, Sciens is proposing to begin with an assessment of the current environment to understand the business objectives that each of the end user groups wants to achieve through this system replacement. We identify desired functionality that is commercially available today and viable within the City's technology architectures and budgets that can be included in the request for proposal.

The graphic to the right shows a comprehensive Justice and Public Safety System environment. In today's market, however, no single vendor has a best-of-breed capability in all component systems. Cities are choosing to either compromise on functionality in certain areas for the sake of full-integration or choose multiple vendors' systems and provide that integration for themselves. While the latter places an added burden upon the City's IT



Department, it is often the only way to achieve the promise of full integration without compromising on functionality.

In addition, we look at the core dependent components that are Common Systems to a state-of-the-art Public Safety applications environment:

- Management Dashboards
- Document Management
- Crime Analytics & Reporting
- Workflow & Forms
- GIS integration.

Our Understanding of the City of Grapevine's Needs

For the past several years, the City of Grapevine, Texas has relied on the CRIMES CAD/RMS system to support its public safety operations. However, due to the system's limitations and growing needs of the department, the City has decided to pursue a transition to a modern and fully integrated CAD/RMS solution. This change is intended to improve efficiency, reliability, and the overall effectiveness of public safety services, ensuring that Grapevine continues to provide the highest level of service to its residents.

In support of this transition and the future operational goals of the organization, the City is requesting consulting services to assess the current system environment, develop a comprehensive Request for Proposals (RFP), evaluate software vendor submissions, provide guidance throughout contract negotiations, and project management support during implementation.

Specifically, the City would like to select and implement a new integrated Public Safety system to achieve the following goals:

- Improve decision making
- Provide enhanced analytical tools and crime trend mapping
- Improve access to information
- Improve efficiency and effectiveness of police/fire operations
- Improve accountability
- Improve reporting to upper management for real-time decision making

Sciens has outlined the following scope of work to support the replacement of the current CAD/RMS system. Our project approach reflects proven methodologies we have successfully applied with hundreds of public safety organizations, ensuring effective

outcomes while tailoring to the City’s unique needs. We are confident this framework provides a strong foundation for success incorporating the City’s priorities.

Project Approach

The project is managed hand-in-hand with the City, with Sciens’ leadership every step of the way. The phase breakdown of our CAD/RMS selection methodology is shown below.



Phase 1.1 – Project Management, Data Gathering and Interviews

The purpose of Phase 1.1 of the project is to establish the business context for the project, examine current business practices and processes that need to be maintained or updated, and gather data to help analyze the current state of the Public Safety system.

Specifically, this phase includes the following tasks:

We meet with staff onsite to gather input, discuss gaps in workflow and define system requirements. We also begin reviewing hardware, software, training, integration points, and support processes.

Key On-Site activities in this phase include:

- **City Strategic Direction and Goals** – Working with the City Management and the key stakeholders of the Public Safety system (e.g., Police Chief), Sciens gains an understanding of the City’s strategic direction and goals, and what decision points would help to further that direction. We assist in the creation of a vision for the Public Safety system and definition of goals the City wants to achieve through this process.



- **Functional and Business Process Review** – We meet in-person with cross-functional teams consisting of **Dispatch, Patrol, Records, Investigations, Property and Evidence, Jail, Digital Evidence Management, and other core Public Safety departments**. During these meetings, we capture:
 - Workflow and business process limitations of the existing system
 - Reporting capabilities focused on PD-specific needs
 - Crime analysis and real-time trend mapping functionality or limitations throughout the operational departments
 - Manual recurring data entry to/from the current system with other ancillary systems in PD
 - SWOT Analysis (Strengths, Weaknesses, Opportunities, Threats) of current practices and processes.
- **Technology and Infrastructure Review** – We work with IT staff to review the City’s current technical environment, including servers, network infrastructure, and business applications, to determine how to support a modern CAD/RMS system. This helps identify any upgrades or changes that may be needed to ensure system compatibility, minimize disruptions and reduce the need for future technical rework.
- **Integration Review** – During both business practice/process and IT Department discussions, we examine the systems that are currently integrated to the Public Safety system and look for opportunities to improve the efficiency of the environment.
- **System Support Review** – Assess the function and operations performed to support the current system based on interviews with the IT staff and end-user support staff, including:
 - The ability of the application to support technical services, such as workflow changes
 - Third party vendor interaction within the overall support structure
 - User involvement, control and segregation of duties for configuration changes.

Phase 1.2 – Needs Assessment and Recommendations Report

Building on the findings from Phase 1.1, Sciens will develop a detailed report that outlines the City’s current environment and provides a clear roadmap for the future.

- **Needs Assessment and Recommendations** – Sciens produces a comprehensive document at the conclusion of this phase, documenting the current state of the environment, the City’s vision for an ideal system, infrastructure and application architectural requirements, integration requirements, system support requirements, and the initial budget and timeline for use in budget planning. In addition, Sciens develops a SWOT Analysis of the City’s current business practices and processes, including recommendations for ones to be targeted for any changes to the existing environment.
- **Functional Maturity Analysis** - Sciens will perform a structured Functional Maturity Analysis to evaluate the City’s current CAD/RMS system. Sciens will analyze current business processes and technology capabilities, identifying where improvements are most needed in the new system to achieve operational effectiveness.
- **Initial Budget and Implementation Timeline Development** – Within this report, Sciens will also develop an Initial Budget and Timeline to support informed planning. Using our experience with similar CAD/RMS projects and the information gathered during the assessment, we create budget estimates that include required modules, interfaces, hardware, and services. These estimates are presented as both high- and low-range figures to provide flexibility during budget planning. The preliminary timeline reflects a realistic sequence of future efforts based on industry experience and the City’s capacity to implement change.



This report serves as the foundational planning document to support informed decision-making and long-term success of the City’s CAD/RMS modernization initiative.

Needs Assessment and Recommendations Report

- | | |
|--|---|
| ✓ Business Process Review of Departments | ✓ Recommended Next Steps |
| ✓ City Management Vision and Goals | ✓ Staffing Requirements to Support Next Steps/Future Projects |
| ✓ IT/Backend Technical Review | ✓ CAD/RMS Implementation Timeline |
| ✓ Applications Integration Diagram | ✓ Preliminary Budget Breakdown |
| ✓ Current/Future State Analysis | ✓ Change Management Recommendations |
| ✓ Financial Reporting Limitations | ✓ Risk Mitigation Strategy |
| ✓ CAD/RMS Vendor Marketplace Analysis | |

Phase 1.3 – Request for Proposals Development

In Phase 1.3, Sciens works closely with the City and its Purchasing team to develop a complete Request for Proposals (RFP) package and support its release to the vendor marketplace.

We begin by drafting detailed functional specifications based on the findings from the interviews and data gathering conducted in Phase 1.1. Once reviewed and approved by the City, these specifications are compiled into the RFP package, along with structured response forms and supporting documentation.

Specifically, the compiled RFP package includes:

- RFP Narrative – The RFP Narrative serves as the core of the RFP package. It provides vendors with essential context and clear instructions for submitting a complete and compliant proposal. The narrative outlines why the City is replacing its CAD/RMS system, what goals and objectives the new system is intended to achieve, and a summary of the current and future application environment. It also includes detailed sections on:
 - Infrastructure and hosting requirements
 - Maintenance and support expectations
 - Implementation approach and timeline
 - Acceptance testing criteria
 - Contractual requirements and terms.



- Functional Requirements – Sciens develops over 1,500 tailored specifications based on input gathered during earlier phases. Specifications include software (functional) requirements grouped by major components of the CAD/RMS system which can include: Dispatch & Call Handling, Records & Case Management, Evidence & Digital Media Integration, Mobile Data and Field Reporting, Reporting & Analytics, and AI-based Dashboards.
- Technical Specifications – In addition, infrastructure specifications are created that define technical requirements including system architecture (On-Premises vs. Cloud), network design, server and storage needs, database compatibility, security, scalability, performance, system backup, and integration capabilities.
- Vendor Response Forms - Sciens develops formal, structured response forms that vendors are required to complete as part of their proposal submission. These forms are designed to ensure that all vendors answer questions in a standardized format, allowing the City to make clear, side-by-side comparisons across key functional, technical, and service areas. In addition, detailed pricing sheets are included to establish uniform pricing parameters, ensuring consistency in vendor cost proposals and eliminating hidden or non-comparable pricing components.

As part of the RFP definition process and prior to its release to the marketplace, Sciens collaborates with the City to define the evaluation criteria and assign weights to key scoring categories. This ensures that all vendor proposals are assessed consistently and reflect the City's priorities. Sciens also reviews the complete RFP package with the project team to finalize language and confirm all components are ready for release. Once approved, the package is submitted for publication by the Purchasing department, with support from Sciens.

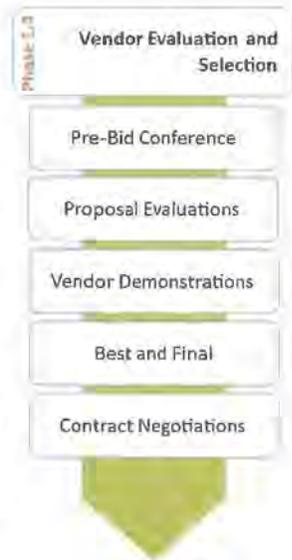
Phase 1.4 – Vendor Evaluation and Selection

In Phase 1.4, Sciens supports the City throughout the evaluation and selection process for CAD/RMS vendors. We guide the City in reviewing submitted proposals, shortlisting vendors for demonstrations, scoring performance, and making a final selection. This phase also includes reference checks, site visit feedback, and contract and statement of work (SOW) negotiation support.

Sciens facilitates this process by coordinating the Bidders' Conference, evaluating vendor submissions for compliance with RFP requirements, and using a structured Vendor Evaluation Matrix to track performance across all evaluation steps. We work closely with the City to ensure that both technical and business needs are objectively assessed and reflected in the final decision.

Once all proposals and demonstrations have been evaluated, Sciens assists the City in selecting a finalist and supports contract and SOW development. Specifically, this phase involves the following activities:

- **Bidders' Conference and Vendor Q&A Addendum** – Shortly after the RFP is released, Sciens coordinates and proctors the Bidders' Conference via MS Teams. At the conference, the City presents an overview of the RFP, outlines its objectives, and answers vendor questions. Following the meeting, Sciens drafts a formal Q&A addendum summarizing responses to all submitted questions, which is posted by the City as an official RFP update.
- **Vendor Evaluation Matrix** – Sciens develops a weighted scoring matrix to evaluate each vendor's performance at all stages of the process—proposal review, demonstrations, pricing, and more. This tool ensures consistent and objective evaluation across all categories.
- **10-Year Total Cost Analysis** – To provide a long-term cost perspective, Sciens prepares a 10-year total cost of ownership (TCO) model for each vendor. These cost estimates are incorporated into the evaluation matrix and contribute to the final scoring and ranking.
- **Vendor Proposals Evaluation** – Sciens leads the review of vendor proposals using the evaluation matrix, assessing each submission for technical and functional compliance, completeness, and overall fit with the City's goals. We also guide the City's internal project team in conducting their own evaluations, ensuring all perspectives are considered.



- Vendor Shortlist and Demonstration Selection – Based on proposal evaluations and cost analysis, Sciens and the City identify a shortlist of up to three vendors to participate in system demonstrations. This shortlist reflects the vendors' estimated ability to meet the City's CAD/RMS requirements.
- Vendor Demonstrations – Sciens manages and facilitates up to four vendor demonstration days (two vendors, two days each). We provide scoring tools for City staff to evaluate each demonstration consistently. If requested, Sciens will also score vendor performance independently. Results are compiled and added to the evaluation matrix.
- Contract and Statement of Work (SOW) Negotiation Support – Once a vendor is selected, Sciens supports the City through up to 40 hours of contract and SOW review and negotiation. We work closely with the City to review vendor documents, participate in negotiations, and help ensure the final agreement reflects the City's goals and setup for a successful and collaborative implementation.

Exhibit C
Project Costs

City of Grapevine, Professional Services Agreement-Sciens LLC

The total project professional fees for services on the City of Grapevine's Computer-Aided Dispatch (CAD) / Records Management System (RMS) System Selection Project are outlined in the Project Cost Breakdown below. Based on the scope of work description, deliverables, and our proposed method for conducting the services outlined below, our not-to-exceed-total cost to complete all tasks is as follows.

PHASE 1: SELECTION OF A NEW CAD/RMS SYSTEM

Phase	Activity	Hours	Fees	Expenses	Total
1.1	Project Management, Data Gathering & Interviews				
A	Data Gathering and Onsite Interviews	108	\$ 20,100	\$ -	\$ 20,100
1.2	Needs Assessment & Recommendations Report				
A	Needs Assessment Development	112	\$ 18,320	\$ -	\$ 18,320
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A	Bidders Conference, Q&A Addendum, Vendor Evaluation Matrix & Proposals Evaluation	96	\$ 15,440	\$ -	\$ 15,440
B	Short List Demos	82	\$ 16,700	\$ -	\$ 16,700
C	BAFO & Final Recommendations	18	\$ 3,020	\$ -	\$ 3,020
D	Contract & SOW Negotiation Support	80	\$ 17,200	\$ -	\$ 17,200
TOTAL		636	\$ 114,900	\$ -	\$ 114,900

ORDINANCE NO. 2026-015

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE APPROPRIATION OF REVENUE IN THE AMOUNT OF \$137,880 IN THE CAPITAL PROJECTS FUND FROM FUND BALANCE AND AUTHORIZING THE APPROPRIATION OF \$137,880 IN THE CAPITAL PROJECTS FUND FOR EXPENDITURES ASSOCIATED WITH THE CONSULTING AGREEMENT WITH SCIENS LLC CONSULTING; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City of Grapevine wishes to use funds from the Capital Projects Fund for a consulting agreement with Sciens LLC Consulting for assistance in determining the feasibility of the replacement of the Computer Aided Dispatch and Records Management System (CAD/RMS); and

WHEREAS funds in the amount of \$137,880 are currently available in the fund balance; 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 Chapter 211 of the Local Government Code; 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 an amount of \$137,880 revenue be appropriated in the Capital Projects Fund from the fund balance.

Section 3. That the City Council hereby authorizes an amount of \$137,880 be appropriated in the Capital Projects Fund for expenditures associated with the consulting agreement with Sciens LLC Consulting for assistance in determining the feasibility of the replacement of the Computer Aided Dispatch and Records Management System (CAD/RMS).

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 of the public which requires that this ordinance shall become effective from and after the date of its final passage, and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 3rd day of March 2026.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle
City Attorney

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: APPROVAL OF TRADE SHOW BOOTH STORAGE, DELIVERY, SETUP, AND UPGRADE SERVICES FROM THE TRADE GROUP

RECOMMENDATION: Consider the approval of an agreement for trade show booth storage, delivery, setup, and upgrade services from The Trade Group for the Economic Development Department.

FUNDING SOURCE: Funds are available in the Economic Development Fund for an estimated amount of \$18,848.

BACKGROUND: The Trade Group provides storage, shipping, setup, and design services for Economic Development's booth during ICSC Las Vegas. This show is the biggest annual trade show the department attends. It is staffed by both City and Chamber personnel. This contract includes annual storage, shipping, and setup rates. A new touchscreen kiosk and City branding were added this year to enhance the attractiveness and effectiveness of the booth.



THE TRADE GROUP

The Trade Group
 2900 Genesis Way
 Suite 100
 Grapevine, TX 76051-1030
 USA

PROJECT PROPOSAL

Project: PR11484-01-Q13
 Proposal Date: January 29, 2026
 Sign Off Date: February 13, 2026

Page 1 of 1

Sell To:

City of Grapevine
 Dallas Snow
 501 Shady Brook Dr.
 Grapevine, TX 76051-8214
 USA

Salesperson: Will Ryan
 Salesperson Phone: 918-671-5764
 Salesperson E-mail: wryan@tradegroup.com
 Account Manager: Kristina Dearman
 Acct Manager Phone: 214-764-7106
 Acct Manager E-mail: kdearman@tradegroup.com

Sell-to Contact: Dallas Snow
 Contact Phone: (817) 410-3363
 Contact Email: dsnow@grapevinetexas.gov
 Account Number: 17879
 P.O. Number:
 Description: Services for ICSC 2026: Booth 5034R

Order Type	Description	Quantity	Price	Disc.	Amount
	ICSC LAS VEGAS				
	Las Vegas Convention Center - NV. Tuesday, May 19 - Wednesday, May 20, 2026 15'x20' Island Space Booth No. 503R (Hall 3-4)				
Sale	Replacement Metalli Ferro Right 1/4" Ice Panel 17.25"W x 86.25"H, Opaque Rigid Ice Panel Fin, Ferro Inlines (17-1/4 x 86-1/4)	1 EA			134.08
	EMP & Professional Services				2,958.00
	EMP Handling Out	2 EA			
	EMP Return Inspection	4 EA			
	Engineering	1 HR			
	Assembly	16 HR			
	Project Management Labor	2 HR			
	I&D (Momentum)				4,831.34
	• Target Move In: Friday 05/15 @ 8a Install: Friday 05/15 - 9:00a Start Dismantle: Wed 05/20 - 3:00p Start (Overtime) • Target Move OUT: Thursday 4/21 @ 2pm				
	Roundtrip Shipping				5,400.00
Sale	• Outbound Ship from TTG: 4/30 Shipping to GES Warehouse: Del NLT 05/05	1 EA			
Sale	Return Shipping to TTG	1 EA			
	• Target Move Out: Thurs, 5/21 @ 2:00pm				
Sale	Touchscreen Monitor w/ Branding SWEDX 58" 4K Kiosk Black 10pt Touch	1 EA			4,523.86
Sale	Setup and Removal-Basic AV/IT Install	1 EA			
Sale	Roundtrip Shipping	1 EA			
Sale	Vinyl Branding - EST 10"H Printed Topper Above Unit	1 EA			
	(2) DS Lightbox Frames				1,000.00
	• Re-Use Existing SEG Fabrics from EMP • Customer to Own / Store Frames Post Show				
Sale	39x92 DS Lightbox Frame	2 EA			
	Discount Deadline: Tuesday, April 2				

Total USD 18,847.28
Estimated Sales Tax 0.00
Total USD Incl. Tax 18,847.28

DocuSigned by:

Signed by:

Will Ryan

[Signature]

Garino Grancomaro

Director of Economic Development

Executive

2/6/2026

The Trade Group | 2900 Genesis Way Suite 100 | Grapevine, TX 76051-1030 | USA

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MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: RENEWAL OF AN ANNUAL CONTRACT FOR FINANCIAL ADVISORY SERVICES

RECOMMENDATION: City Council to consider approval of an annual contract for Financial Advisory Services with Valley View Consulting, LLC for the Fiscal Services Department.

FUNDING SOURCE: Funds are available in the General Fund (Fiscal Services Department) for an amount not to exceed \$50,000.

BACKGROUND: The purpose of this contract is to receive expertise advisement on the City's investable funds in accordance with the Public Funds Investment Act (PFIA). Advisory services include cash flow projections, updated strategies, recommendations on investments and alternatives given the changes in market and economic conditions, quarterly reporting, and annual policy review. These services are recommendations only, and the firm will have no controlling or transactional authority over City funds.

Advisory fees are calculated on the investment portfolio balances which fluctuate throughout the year. Staff estimates that fees should not surpass \$50,000 per year.

The contract for Valley View Consulting, LLC was initially approved by Council on December 17, 2024. Their contract covers two years through December 31, 2026, with one or two-year optional renewal terms, and may terminate at any point in the contracted period for any cause with written notice.

Staff recommends approval.

**AGREEMENT
BY AND BETWEEN
THE CITY OF GRAPEVINE, TEXAS
AND
VALLEY VIEW CONSULTING, L.L.C.**

It is understood and agreed that the City of Grapevine (the *Investor*) will have money available for investment (the *Investable Funds*) and Valley View Consulting, L.L.C. (the *Advisor*) has been requested to provide professional services to the Investor with respect to the Investable Funds. This agreement (the *Agreement*) constitutes the understanding of the parties with regard to the subject matter hereof.

1. This Agreement shall apply to any and all Investable Funds of the Investor from time to time during the period in which this Agreement shall be effective.
2. The Advisor agrees to provide its professional services to direct and coordinate all programs of investing as may be considered and authorized by the Investor.
3. The Advisor agrees to perform the following duties, as requested:
 - a. Assist the Investor in developing cash flow projections,
 - b. Suggest appropriate investment strategies to achieve the Investor's objectives,
 - c. Advise the Investor on market conditions, general information and economic data,
 - d. Analyze risk/return relationships between various investment alternatives,
 - e. Attend occasional meetings as requested by the Investor,
 - f. Assist in the selection, purchase, and sale of investments. The Advisor shall not have discretionary investment authority over the Investable Funds and the Investor shall make all decisions regarding purchase and sale of investments. The eligible investments are listed in the Investor's Investment Policy,
 - g. Advise on the investment of bond funds as to provide the best possible rate of return to the Investor in a manner which is consistent with the proceedings of the Investor authorizing the investment of the bond funds or applicable federal rules and regulations,
 - h. Assist the Investor in creating investment reports in compliance with State legislation and the Investor's Investment Policy,
 - i. Assist the Investor in creating monthly portfolio accounting reports, and
 - j. Assist the Investor in selecting a primary depository services financial institution.

4. The Investor agrees to:

- a. Compensate the Advisor for any and all services rendered and expenses incurred as set forth in Appendix A attached hereto,
- b. Provide the Advisor with the schedule of estimated cash flow requirements related to the Investable Funds, and will promptly notify the Advisor as to any changes in such estimated cash flow projections,
- c. Allow the Advisor to rely upon all information regarding schedules, investment policies and strategies, restrictions, or other information regarding the Investable Funds as provided to it by the Investor and that the Advisor shall have no responsibility to verify, through audit or investigation, the accuracy or completeness of such information,
- d. Recognize that there is no assurance that recommended investments will be available or that such will be able to be purchased or sold at the price recommended by the Advisor, and
- e. Not require the Advisor to place any order on behalf of the Investor that is inconsistent with any recommendation given by the Advisor or the policies and regulations pertaining to the Investor.

5. In providing the investment services in this Agreement, it is agreed that the Advisor shall have no liability or responsibility for any loss or penalty resulting from any investment made or not made in accordance with the provisions of this Agreement, except that the Advisor shall be liable for its own gross negligence or willful misconduct; nor shall the Advisor be responsible for any loss incurred by reason of any act or omission of any broker, selected with reasonable care by the Advisor and approved by the Investor, or of the Investor's custodian. Furthermore, the Advisor shall not be liable for any investment made which causes the interest on the Investor's obligations to become included in the gross income of the owners thereof.

6. The fee due to the Advisor in providing services pursuant to this Agreement shall be calculated in accordance with Appendix A attached hereto, and shall become due and payable as specified. Any and all expenses for which the Advisor is entitled to reimbursement in accordance with Appendix A attached hereto shall become due and payable at the end of each calendar quarter in which such expenses are incurred.

7. This Agreement shall expire December 31, 2026, with the option of the Investor to extend the Agreement for additional one or two-year terms. Provided, however, the Investor or Advisor may terminate this Agreement upon thirty (30) days written notice to the other party. In the event of such termination, it is understood and agreed that only the amounts due to the Advisor for services provided and expenses incurred to and including the date of termination will be due and payable. No penalty will be assessed for termination of this Agreement. In the event this Agreement is terminated, all investments and/or funds held by the Advisor shall be returned to the Investor as soon as practicable. In addition, the parties hereto agree that upon termination of this Agreement the Advisor shall have no continuing obligation to the Investor regarding the investment of funds or performing any other services contemplated herein.

APPENDIX A

FEE SCHEDULE AND EXPENSE ITEMS

In consideration for the services rendered by Advisor in connection with the investment of the Investable Funds for the Investor, it is understood and agreed that its fee will be a tiered annual fee equal to:

<u>Average Quarter End Book Value</u>	<u>Annual Fee</u>
First \$100 million	0.030% (3 basis points)
Next \$100 million (above \$100 million up to \$200 million)	0.020% (2 basis points)
Balances over \$200 million	0.010% (1 basis points)

For example: \$200 million Average Book Value quarterly fee = \$12,500.00 or annual fee = \$50,000.00.

A fiscal year annual cap of \$75,000.00 will apply.

Fees will be billed quarterly in arrears.

In the event a flexible repurchase agreement or other similar investment option is utilized, the Advisor shall receive a normal and customary fee within the guidelines of the Internal Revenue Service, in lieu of the Agreement Fee.

Said fee includes all costs of services related to this Agreement, and all travel and business expenses related to attending regularly scheduled occasional meetings. With pre-trip Investor approval, the Advisor may also request reimbursement for special meeting or event travel and business expenses. The obligation of the Advisor to pay expenses shall not include any costs incident to litigation, mandamus action, test case or other similar legal actions.

Any other fees retained by the Advisor shall be disclosed to the Investor.

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL
FROM: BRUNO RUMBELOW, CITY MANAGER ^{BK}
MEETING DATE: MARCH 3, 2026
SUBJECT: PURCHASE OF SPARE TRAFFIC DETECTION SYSTEM

RECOMMENDATION: City Council to consider approval for the purchase of a spare traffic detection system from CUBIC ITS Inc. for the Public Works Department.

FUNDING SOURCE: Funds are available in the Permanent Capital Maintenance Fund (Traffic) in an amount not to exceed \$18,470.

BACKGROUND: This purchase is for a spare Gridsmart traffic detection system from CUBIC ITS Inc.

This purchase will be made as a sole source purchase from CUBIC ITS Inc. in accordance with Local Government Code Chapter 252, Subchapter B, §252.022. General Exemptions (a)(7)(A). Items that are available from only one source because of patents, copyrights or secret processes.

Staff recommends approval.

LJ/TM

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: PURCHASE OF REPLACEMENT SERVICE CENTER PERIMETER FENCING

RECOMMENDATION: City Council to consider approval for the purchase of replacement perimeter fencing for the Service Center from Superior Concrete Products for the Public Works Department.

FUNDING SOURCE: Funds are available in the Uility Enterprise Fund in an amount not to exceed \$17,339.

BACKGROUND: This purchase is for services to repair/replace a section of Service Center perimeter fencing damaged during emergency 20-inch water main repair that occurred in December.

This purchase will be made as a sole source purchase from Superior Concrete Products in accordance with Local Government Code Chapter 252, Subchapter B, §252.022. General Exemptions (a)(7)(A). Items that are available from only one source because of patents, copyrights or secret processes.

Staff recommends approval.

WM/TM

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: ANNUAL CONTRACT FOR TRADE SERVICES FOR HEAT BOXES

RECOMMENDATION: City Council to consider approval of an annual contract for trade services for heat boxes with Entech Sales and Services for the Public Works Department.

FUNDING SOURCE: Funds are available in the General Fund (Public Works) and the Permanent Capital Maintenance Fund (Facilities) for an estimated amount of \$40,000.

BACKGROUND: This contractor will provide and install mechanical heat boxes that are being retrofitted at City Hall. City Hall's heating system is not centralized and relies on 60+ heating boxes distributed throughout the building.

Purchases 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 Entech Sales and Services. The Public Works and Purchasing staff reviewed the contract for departmental specification compliance and pricing and determined that the contract would provide the best service and pricing for meeting the needs of the City. The contract was for an initial one-year period with 2 optional one-year renewals. If approved, this will be the final renewal option.

Staff recommends approval

CH/TM

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: PURCHASE OF LABORATORY GASES, EQUIPMENT, LAB CHEMICALS, MONITORING AND FLOW MEASUREMENT EQUIPMENT FOR WATER AND WASTEWATER TREATMENT SYSTEM

RECOMMENDATION: City Council to consider approval of the purchase of laboratory gases, equipment, chemicals, monitoring, and flow measurement equipment and maintenance for the water and wastewater treatment system from Airgas for the Public Works Department.

FUNDING SOURCE: Funds are available in the Utility Enterprise Fund for an amount not to exceed \$35,000.

BACKGROUND: This purchase request is for lab equipment, chemicals, reagents and minor maintenance of testing equipment. Airgas is the only company who makes and sources all the equipment needed for many of our permitted tests for both water and wastewater. The testing and sampling requirements are critical to proper plant operation and permit regulation.

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. This is a one-year purchase agreement with no renewal options available.

Staff recommends approval.

DR/LW

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: ANNUAL CONTRACTS FOR PUMPS, BLOWERS, MOTOR REPAIR, AND PREVENTIVE MAINTENANCE SERVICES

RECOMMENDATION: City Council to consider approval for annual contracts for pumps, blowers, motor repair, and preventive maintenance services with Global Pump Solutions as the primary vendor and Smith Pump Company as the secondary vendor for the Public Works Department.

FUNDING SOURCE: Funds are available in the Utility Enterprise Fund for an estimated amount of \$250,000.

BACKGROUND: The purpose of this contract is to establish fixed annual pricing for various repairs, rebuilds, motor testing, and alignment services for regular and overtime services as needed for water and wastewater pump repairs.

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

Bids were taken by the Cooperative, and contracts were awarded to Global Pump Solutions and Smith Pump Company. The Public Works and Purchasing staff reviewed the contracts for departmental specification compliance and pricing and determined that the contract would provide the best service and pricing for meeting the needs of the City. The contracts are for an initial one-year period with 2 optional one-year renewals.

Staff recommends approval.

KC/TM

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: PROJECT MANAGEMENT SOFTWARE ANNUAL RENEWAL

RECOMMENDATION: City Council to consider approval of the annual renewal of the project management software license fee from SystemMates, Inc for the Public Works Department.

FUNDING SOURCE: Funds are available in Utility Enterprise Fund in the amount of \$49,559.

BACKGROUND: Council approved the purchase of project management software from SystemMates (ProjectMates) on January 21, 2020. This software requires the payment of an annual license renewal fee of \$49,559.

ProjectMates is a cloud-based software that provides project management tracking for construction projects. ProjectMates provides a central location for project document management, communication, budget tracking, and status reports on Public Works' construction projects. The software provides for communication with outside vendors and City staff by providing a central location that vendors and City staff can view and edit documents, engineering plan sets, budget information, and communicate with those assigned to a project.

Forty licenses are included for use by Public Works and other departments with capital projects, as needed.

Staff recommends approval.

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER *BR*

MEETING DATE: MARCH 3, 2026

SUBJECT: SOFTWARE CONTRACT RENEWAL FOR OPENGOV ENTERPRISE ASSET MANAGEMENT

RECOMMENDATION: City Council to consider renewal of the contract for software updates, software support, software maintenance, and software training for the Public Works Department operations and asset management system with OpenGov, Inc.

FUNDING SOURCE: Funds are available in the General Fund (Public Works) and Utility Enterprise Fund in an amount estimated to be \$120,467.

BACKGROUND: Public Works has utilized Cartegraph software as its work order management system since 2007. In subsequent years, additional domains were purchased for Tx 811 integration, Water Treatment and Wastewater Treatment Plants and software training. Since the time of the original purchase, Cartegraph has been acquired by OpenGov. Total software and training costs for FY 26 are \$120,467.

OpenGov is the sole source provider of maintenance for this software. This procurement will be a sole source contract in accordance with Local Government Code Chapter 252, Subchapter B, Section 252.022 (a)(7)(A) as approved by City Council in October of 2006.

Staff recommends approval.

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER ^{BR}

MEETING DATE: MARCH 3, 2026

SUBJECT: ANNUAL CONTRACT FOR WATER METERS, SEWER MONITORING, AND ASSOCIATED EQUIPMENT

RECOMMENDATION: City Council to consider renewal of the sole source agreement for the purchase and installation of water meters and associated equipment and manhole monitoring equipment from HydroPro Solutions, LLC, and an ordinance appropriating funds.

FUNDING SOURCE: Upon approval of the attached ordinance, funds will be available in the Utility Enterprise Fund in the estimated amount of \$800,000.

BACKGROUND: This item provides for the renewal of a sole source agreement with HydroPro Solutions, LLC for the purchase and as-needed installation of water meters from 5/8" (residential meters) up to 8" (industrial users). The HydroPro installation will also include a lead and copper inventory as the meters are replaced, as required by the Environmental Protection Agency (EPA) through the Texas Commission on Environmental Quality (TCEQ). In addition, staff uses this contract to install gas monitoring meters in the sewer system to track generation of corrosive gases in the system.

City Council approved the contract with HydroPro on November 17, 2020, and renewed the contract on September 19, 2023, March 19, 2024, and March 18, 2025. This is the first of two renewals. To date, 10,300 meters have been replaced with the newer meters.

The purchase of water meters, sewer monitoring, and required communication hardware will be made as a sole source purchase from HydroPro Solutions, LLC in accordance with Local Government Code Chapter 252, Subchapter B, §252.022. General Exemptions (a)(7)(A).

Staff recommends approval.

ORDINANCE NO. 2026-016

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE APPROPRIATION OF \$800,000 IN THE UTILITY ENTERPRISE FUND; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Grapevine desires to fund an annual contract for the purchase of water meters, sewer monitoring and associated equipment; and

WHEREAS, funding is available in the Utility Enterprise 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 Chapter 211 of the Local Government Code; 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 an estimated amount of \$800,000 be appropriated from the Utility Enterprise Fund for the purchase of water meters, sewer monitoring and associated equipment.

Section 3. That a copy of the revised FY 2025-2026 annual budget document shall be kept on file in the office of the City Secretary.

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 of the public which requires that this ordinance shall become effective from and after the date of its final passage, and it is accordingly so ordained.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS on this the 3rd day of March 2026.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary

APPROVED AS TO FORM:

Matthew C.G. Boyle
City Attorney

MEMO TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: BRUNO RUMBELOW, CITY MANAGER ^{BK}

MEETING DATE: MARCH 3, 2026

SUBJECT: ICONICS SCADA SOFTWARE SUPPORT AGREEMENT

RECOMMENDATION: City Council to consider approval of a two-year agreement for ICONICS software support for the Supervisory Control and Data Acquisition (SCADA) System with Process Control Dynamics, Inc.

FUNDING SOURCE: Funds are available in the Utility Enterprise Fund for an amount not to exceed \$23,892.

BACKGROUND: The ICONICS software has been utilized by the Public Works Department since 2010 to run our Supervisory Control and Data Acquisition (SCADA) system. The SCADA system provides control over the Water Treatment Plant, the Wastewater Treatment Plant, water distribution and wastewater collection networks. The software lets us monitor plant processes and operate plant equipment while collecting data needed for reporting requirements. This agreement will provide software support on an as - needed basis.

Staff recommends approval.

STATE OF TEXAS
COUNTY OF TARRANT
CITY OF GRAPEVINE

The City Council of the City of Grapevine, Texas met in Regular Session on this the 3rd day of February 2026 in the City Council Chambers, Second Floor, 200 South Main Street, with the following members present:

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

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

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

Item 1. Executive Session

City Council did not hold an Executive Session.

REGULAR MEETING

CALL TO ORDER

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

Item 2. Invocation

First Baptist Church Grapevine Pastor Dr. Doug Page gave the invocation.

Item 3. Posting of the Colors and Pledges of Allegiance

Troop 700G posted the Colors and led the Pledges of Allegiance.

Item 4. Citizen Comments

No one spoke during citizen comments.

PRESENTATIONS

Item 5. Mayor Tate to present a proclamation recognizing February 15th as School Resource Officer Appreciation Day.

Mayor Tate presented this proclamation and recognized the importance of the work of the School Resource Officers Richard Weber, Bobby Smith, Chad Hale, Sammy Trinidad, Eric Huski, Brian Watts, Chuck Day Jr., Trey Toney, Emily Hays, Tarshia Akins, Lorena Villalobos, and Tyler Caldwell.

Council did not take any action on this item.

Item 6. Assistant Fire Chief to recognize the Parks and Recreation team and Fire Department members for saving a life at The REC.

Assistant Fire Chief Wes Williams described an event that took place at The REC on December 15, 2025 where a patron went into cardiac arrest but due to the efforts of the Grapevine Alarm Office; Grapevine Fire Department Captains David Dunn and Chip Sloan; Driver/Engineers Drew Torrence and Jared Harding; Firefighter Paramedics GT Tims, Tyler Sullivan, Ty Pryan, and Garrett Bennett; Firefighter EMT Mace Brasher; and the REC staff including Jennifer Kashner, Shannon Paterson, and Emily Maracle; Zach Smith was resuscitated and was present at the meeting.

Mayor Tate praised the efforts of all the staff that helped that afternoon.

Council did not take any action on this item.

Item 7. Chief Financial Officer to present options regarding Crime Control and Prevention Election.

Chief Financial Officer Jeff Strawn outlined the history of the Crime Control and Prevention District and what the funds from the district have allowed the City to pay for in the Police Department which has freed up funds for other City projects.

Police Chief Mike Hamlin, City Secretary Tara Brooks and City Attorney Matthew C.G. Boyle answered questions from Council.

Council discussed this item and directed the Crime Control and Prevention Board to call an election to be held on May 2 to renew the Crime Control and Prevention District for a twenty year period.

Council did not take any action on this item.

Item 8. Economic Development Director to present overview of upcoming Historic Grapevine Commercial Façade Program.

Director of Economic Development Garin Giacomo outlined the Historic Grapevine Commercial Façade Program that would allow tenants and building owners of commercial buildings on historic Main Street to receive grants for exterior improvements to their buildings.

Director Giacomo, City Attorney Boyle and Convention and Visitors Bureau Executive Director P.W. McCallum answered questions from City Council.

Council did not take any action on this item.

NEW BUSINESS

Item 9. Consider the proposal to complete response actions at the closed Grapevine Shooting Range by Environmental Logistics Company, LLC, a task order by Terracon Consultants, Inc., Ordinance No. 2026-008 appropriating the funds, and take any necessary action.

Director of Public Works Bryan Beck presented this item and answered questions from Council. The shooting range was used for police training from the mid-1980's to 2018. With the approval of the Texas Commission on Environmental Quality (TCEQ) staff recommended environmental remediation of this area for a total project cost of \$592,000.

Motion was made to accept the proposal to complete environmental remediation at the closed Grapevine Shooting Range by Environmental Logistics Company, LLC, a task order by Terracon Consultants, Inc., **Ordinance No. 2026-008** appropriating the funds, and to take any necessary action.

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

ORDINANCE NO. 2026-008

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE APPROPRIATION OF \$592,000 IN THE CAPITAL PROJECT FUND; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

Item 10. Consider Ordinance No. 2026-009 amending the Grapevine Code of Ordinances Chapter 14 by amending and replacing Article I to prohibit eight-liners and other gambling devices and take any necessary action.

City Attorney Boyle outlined the changes to the City Code regarding the prohibition of eight-liners and other gambling devices and answered questions from City Council.

Police Chief Hamlin answered questions from Council.

Motion was made to approve **Ordinance No. 2026-009** amending the Grapevine Code of Ordinances Chapter 14 by amending and replacing Article I to prohibit eight-liners and other gambling devices and take any necessary action.

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

ORDINANCE NO. 2026-009

AN ORDINANCE OF THE CITY OF GRAPEVINE, TEXAS, AMENDING GRAPEVINE CODE OF ORDINANCES CHAPTER 14 BY AMENDING AND REPLACING ARTICLE I TO PROHIBIT EIGHT-LINERS AND OTHER GAMBLING DEVICES; CONTAINING A SEVERABILITY CLAUSE; CONTAINING A CONFLICT CLAUSE; PROVIDING AN EFFECTIVE DATE; AND PROVIDING FOR PUBLICATION

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. Council Member Sharron Rogers requested to remove item 19 from the consent agenda. Item 19 was considered after the vote of the remaining consent agenda items.

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

Item 11. Consider an annual contract for utility bill printing, mailing and offset printing services with DataProse, Inc.

Chief Financial Officer Strawn recommended approval of the renewal of the annual contract for utility bill printing, mailing and offset printing services for an annual estimated amount of \$110,000.

Motion was made to approve the consent agenda as provided.

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

Item 12. Consider the renewal of annual Adobe Pro software licenses for City users.

Chief Financial Officer Strawn and Chief Information Officer Tessa Allberg recommend approval of the purchase of Adobe Pro software licenses that will be used by various departments throughout the City for an estimated total amount of \$50,000.

Motion was made to approve the consent agenda as provided.

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

Item 13. Consider the purchase of first responder mental health services from RGI Readiness Group.

Fire Chief Darrell Brown recommended approval of the purchase of mental health services on behalf of the Northeast Fire Department Association (NEFDA) for an amount not to exceed \$175,000.

Motion was made to approve the consent agenda as provided.

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

Item 14. Consider renewal of online job services from GovernmentJobs.com DBA NeoGov.

Director of Human Resources Melanie Hill recommended approval of the renewal of the online job services agreement for an annual estimated amount of \$20,000.

Motion was made to approve the consent agenda as provided.

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

Item 15. Consider the annual renewal of What's Up Gold Enterprise support/subscription from SHI Government Solutions.

Chief Information Officer Allberg recommended approval of the renewal of the purchase of licensing and support for the City's network monitoring tool for an estimated amount of \$19,000.

Motion was made to approve the consent agenda as provided.

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

Item 16. Consider an annual contract for aquatic maintenance services from CK Pools.

Director of Parks and Recreation Chris Smith recommended approval of the renewal of the agreement to establish fixed annual pricing for maintenance services of swimming pools and fountains on an as-needed basis for an annual amount not to exceed \$40,000.

Motion was made to approve the consent agenda as provided.

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

Item 17. Consider funding for security and traffic control services during City special events with the police departments from the Cities/Towns of Bedford, Colleyville, Coppell, Euless, Flower Mound, Forney, Haltom City, Hurst, Keller, Northlake, North Richland Hills, Richland Hills, Roanoke, Southlake, Watauga, White Settlement, and Trophy Club; and the DFW Airport Police Department.

Police Chief Hamlin recommended approval of the funding of an estimated amount of \$120,000 to partner with area law enforcement agencies to assist with large events such as Main Street Fest, Grapefest, July 4th, and the Christmas Capital of Texas.

Motion was made to approve the consent agenda as provided.

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

Item 18. Consider the purchase of a dual-purpose apprehension and bomb K-9, to include the training for the dog and handler team.

Police Chief Hamlin recommended approval of the purchase and training of an apprehension and bomb detection canine for an amount not to exceed \$16,500.

Motion was made to approve the consent agenda as provided.

Motion: O'Dell
 Second: Coy
 Ayes: Tate, Slechta, Rogers, Coy, O'Dell, Leal, and Shope

Nays: None
Approved: 7-0

Item 20. Consider declaring certain property as surplus property and authorizing their sale through public auction.

Director of Public Works Beck recommended approval to declare eleven items, including vehicles, shop equipment and heavy trucks as surplus property and to authorize their sale at auction.

Motion was made to approve the consent agenda as provided.

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

Item 21. Consider the purchase of Samsara telematics annual subscription services from Samsara, Inc.

Director of Public Works Beck recommended approval of the renewal of the fleet vehicles and equipment management software for an amount not to exceed \$63,000.

Motion was made to approve the consent agenda as provided.

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

Item 22. Consider **Resolution No. 2026-008** calling the 2026 City Officers Election to be held on Saturday, May 2, 2026, designating the polling place and, if necessary, a run-off election to be held on June 13, 2026.

City Secretary Brooks recommended approval of the resolution to call the 2026 City Officers Election for City Council Places 5 and 6 to be held on Saturday, May 2, 2026.

Motion was made to approve the consent agenda as provided.

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

RESOLUTION NO. 2026-008

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, CALLING FOR THE 2026 GENERAL ELECTION OF OFFICERS TO BE HELD ON MAY 2, 2026; DETERMINING THE POLLING PLACE; PROVIDING SPECIFIC INSTRUCTIONS FOR THE CONDUCTING OF SAID ELECTION; REPEALING INCONSISTENT RESOLUTIONS AND PROVIDING AN EFFECTIVE DATE

Item 23. Consider the minutes of the January 20, 2026 Regular City Council meeting.

City Secretary Brooks recommended approval of the minutes.

Motion was made to approve the consent agenda as provided.

Motion: O'Dell

Second: Coy

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

Nays: None

Approved: 7-0

Item 19. Consider **Resolution No. 2026-007** authorizing the submission of an application to participate in the State of Texas, Office of the Governor, Criminal Justice Grant Program to purchase two solar-powered mobile surveillance trailers.

Assistant Police Chief Rebecca Graves described the solar-powered mobile surveillance trailer and answered questions from City Council.

Motion was made to approve **Resolution No. 2026-007** authorizing the submission of an application to participate in the State of Texas, Office of the Governor, Criminal Justice Grant Program to purchase two solar-powered mobile surveillance trailers.

Motion: Rogers

Second: Coy

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

Nays: None

Approved: 7-0

RESOLUTION NO. 2026-007

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE SUBMISSION ON BEHALF OF THE CITY OF GRAPEVINE, TEXAS, FOR THE PURPOSE OF PARTICIPATING IN THE STATE OF TEXAS, OFFICE OF THE GOVERNOR, EDWARD BYRNE MEMORIAL JUSTICE ASSISTANCE GRANT PROGRAM, TO PURCHASE TWO SOLAR-POWERED MOBILE SURVEILLANCE TRAILER, HEREINAFTER REFERRED TO AS THE "GRANT

PROGRAM”; AND CERTIFY THAT THE APPLICANT IS ELIGIBLE TO RECEIVE PROGRAM ASSISTANCE; AND PROVIDING AN EFFECTIVE DATE

ADJOURNMENT

Motion was made to adjourn the meeting at 8:23 p.m.

Motion: Coy

Second: Slechta

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

Nays: None

Approved: 7-0

Passed and approved by the City Council of the City of Grapevine, Texas on this the 3rd day of March 2026.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary

STATE OF TEXAS
COUNTY OF TARRANT
CITY OF GRAPEVINE

The City Council of the City of Grapevine, Texas met in Regular Session on this the 17th day February of 2026 in the City Council Chambers, Second Floor, 200 South Main Street, with the following members present:

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

constituting a quorum, and with the following members of the Planning and Zoning Commission:

Larry Oliver	Chairman
Beth Tiggelaar	Vice Chairman
Jason Parker	Member
Kirby Kercheval	Member
Justin Roberts	Member
Ashley Anderson Brown	Member
Gustav Kuelbs	Alternate Member
Herb Fry	Alternate Member

constituting a quorum, with Commission Member Traci Hutton being absent and Alternate Member Gustav Kuelbs sitting as a voting member; and with the following members of the City Staff:

Bruno Rumbelow	City Manager
Jennifer Hibbs	Assistant City Manager
Matthew C.G. Boyle	City Attorney
Erica Marohnic	Director of Planning Services
Tara Brooks	City Secretary

CALL TO ORDER

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

Item 1. Invocation and Pledge of Allegiance

Council Member Chris Coy gave the invocation and led the Pledge of Allegiance.

JOINT PUBLIC HEARINGSItem 2. Conditional Use Permit **CU25-49** (Movement Climbing Gym) and **Final Plat** of Lots 1 and 2, Block 1, Movement Climbing Addition

Mayor Tate declared the public hearing open.

Director of Planning Services Erica Marohnic reported the applicant was requesting a Planned Commercial Center to deviate from the front yard landscaping requirements and perimeter landscaping requirements, and to replat Lot 2A into two lots to create a future retail lot for a 5,000 sq. ft. building. The subject property is located at 3105 William D. Tate Avenue and is currently zoned "CC", Community Commercial District.

Applicant Representative Tim Carroll presented this item and answered questions from the Commission and Council.

No one spoke during the public hearing and there was not any correspondence to report.

Motion was made to close the public hearing.

Motion: Tiggelaar
 Second: Anderson Brown
 Ayes: Oliver, Tiggelaar, Parker, Kercheval, Roberts, Anderson Brown and Kuelbs
 Nays: None
 Approved: 7-0

Motion was made to close the public hearing.

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

Item 3. **Final Plat** of Lots 1 and 2, Block 1, Kannon Estates

Mayor Tate declared the public hearing open.

Assistant Director of Public Works John Robertson reported the applicant was requesting to replat a portion of Block 61, Original Town of Grapevine to create two lots. The subject property is located at 122 West Peach Street and is currently zoned "R-5.0", Zero Lot Line District.

No one spoke during the public hearing and there was not any correspondence to report.

Motion was made to close the public hearing.

Motion: Parker
 Second: Kercheval
 Ayes: Oliver, Tiggelaar, Parker, Kercheval, Roberts, Anderson Brown and Kuelbs

Nays: None
Approved: 7-0

Motion was made to close the public hearing.

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

The Planning and Zoning Commission recessed to the Planning and Zoning Commission Conference Room, Second Floor, at 7:48 p.m. to consider their published agenda items.

City Council remained in session in the Council Chambers to consider the rest of their published agenda items.

Item 6. Citizen Comments

Leslie Hillhouse, 3552 Marsh Lane, Grapevine spoke in opposition to the proposed Fire Department staffing plan.

Allison Domanic, 1941 Lilac Lane, Grapevine spoke in opposition to the proposed Fire Department staffing plan.

PUBLIC HEARING AND RELATED ITEM

Item 5. City Council to conduct a public hearing to receive public input relative to the proposed 52nd Year Community Development Block Grant (CDBG) Program street reconstruction program.

Mayor Tate opened the public hearing.

Director of Public Works Bryan Beck presented this item and described the proposed work on the 300 block of Eckley Street from East Texas Street to East Worth Street. The construction cost estimate for this project is \$603,000 of which approximately \$160,000 is expected to be provided by Tarrant County with the City's matching funds expected to be \$443,000.

No one spoke during the public hearing and there was no correspondence to report.

Motion was made to close the public hearing.

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

Item 6. Consider authorizing staff to proceed with the application submittal to Tarrant County for the 52nd Year Community Development Block Grant (CDBG) Program street reconstruction project, and take any necessary action.

The presentation for this item was included with the presentation for Item 5. There was not a separate presentation on this item.

Motion was made to authorize staff to proceed with the application submittal to Tarrant County for the 52nd Year Community Development Block Grant (CDBG) Program street reconstruction project and to take any necessary action.

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

Mayor Tate announced Council would consider the recommendations of the Planning and Zoning Commission next.

PLANNING AND ZONING COMMISSION RECOMMENDATIONS

Item 16. Conditional Use Permit **CU25-49** (Movement Climbing Gym)

Chairman Oliver reported the Commission denied, without prejudice, the conditional use permit by a vote of 7-0.

Motion was made to **deny, without prejudice,** Conditional Use Permit **CU25-49** (Movement Climbing Gym) without prejudice.

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

Item 17. **Final Plat** of Lots 1 and 2, Block 1, Movement Climbing Addition

Chairman Oliver reported the Commission denied the Final Plat for Lots 1 and 2, Block 1, Movement Climbing Addition by a vote of 7-0.

Motion was made to **deny** the Final Plat for Lots 1 and 2, Block 1, Movement Climbing Addition by a vote of 7-0.

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

Item 18. Final Plat of Lots 1 and 2, Block 1, Kannon Estates

Chairman Oliver reported the Commission approved the Final Plat for Lots 1 and 2, Block 1, Kannon Estates by a vote of 7-0.

Motion was made to approve the Statement of Findings and Final Plat for Lots 1 and 2, Block 1, Kannon Estates.

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

City Council continued with their agenda in the published order.

PRESENTATIONItem 7. Fire Chief to present Updated Staffing Plan, adding a 4th ambulance.

Fire Chief Darrell Brown explained the Department's mission statement and showed a video where he detailed the staffing plan and how equipment and staff would be distributed through the different stations. He also described the statistical analysis and other factors that went into the consideration of this plan.

Council discussed this item.

Chief Brown and City Manager Bruno Rumbelow answered questions from the Council.

City Council did not take any action on this item.

NEW BUSINESSItem 8. Consider **Resolution No. 2026-009** approving the Tarrant County contract for the 50th Year Community Development Block Grant street reconstruction project with Jeske Construction, **Ordinance No. 2026-010** appropriating the funds, and take any necessary action.

Director of Public Works Beck outlined the proposed project for a portion of Austin Street from the railroad to Franklin Street. The construction bid for this project is \$683,520 of which \$104,809 is expected to be provided by Tarrant County with the City being responsible for \$578,711.

Motion was made to approve **Resolution No. 2026-009** approving the Tarrant County contract for the 50th Year Community Development Block Grant street reconstruction project with Jeske Construction, **Ordinance No. 2026-010** appropriating the funds, and take any necessary action.

Motion: Slechta

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

RESOLUTION NO. 2026-009

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, RECOMMENDING TARRANT COUNTY AWARD OF THE CONTRACT FOR THE 50TH YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM; AUTHORIZING CITY FUNDING PARTICIPATION WITH TARRANT COUNTY; AND PROVIDING AN EFFECTIVE DATE

ORDINANCE NO. 2026-010

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE APPROPRIATION OF \$578,711 IN THE CAPITAL PROJECT STREETS FUND, DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

Item 9. Consider the award of a construction contract for the Historic Grapevine Vehicles and Agricultural Machinery Museum to Ware Brothers Construction, Ordinance No. 2026-011 appropriating the funds, and take any necessary action.

Convention and Visitors Bureau Executive Director Paul McCallum presented this item and showed a rendering of the proposed structure as well as pictures of the equipment that will be included in the museum. An anonymous donation in the amount of \$296,355 will be used to construct the museum structure.

Motion was made to approved

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

ORDINANCE NO. 2026-011

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE APPROPRIATION OF REVENUE IN THE AMOUNT OF \$296,355 IN THE SPECIAL REVENUE FUND TO BE RECEIVED FROM AN ANONYMOUS DONOR AND AUTHORIZING THE APPROPRIATION OF \$296,355 IN

THE SPECIAL REVENUE FUND FOR EXPENDITURES
ASSOCIATED WITH THE CONSTRUCTION OF A
HISTORIC GRAPEVINE VEHICLES AND
AGRICULTURAL MACHINERY MUSEUM; DECLARING
AN EMERGENCY AND PROVIDING AN EFFECTIVE
DATE

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 consent.

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

Item 10. Consider a mid-year appointment to the Grapevine Heritage Foundation Advisory Board to fill a vacancy.

Council Member Duff O'Dell recommended appointing Ann Earley to serve an unexpired term on the Grapevine Heritage Foundation Advisory Board. This term will expire in 2027.

Motion was made to approve the consent agenda.

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

Item 11. Consider renewal of an annual contract for masonry services to Chibli Stone Works, Inc. as the primary vendor and Weatherproofing Services as the secondary vendor.

Director of Parks and Recreation Chris Smith recommended approval of the renewal of the annual contracts for masonry services to be purchased on an as-needed basis for an annual estimated amount of \$200,000.

Motion was made to approve the consent agenda.

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

Item 12. Consider the purchase of GETAC Rugged laptops from Brite Computers.

Police Chief Mike Hamlin recommended approval of the purchase of nine rugged laptops for use in patrol and animal service vehicles for an amount not to exceed \$37,494.

Motion was made to approve the consent agenda.

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

Item 13. Consider an annual contract for building technology integration from Schneider Electric.

Director of Public Works Beck recommended approval of an annual contract for building technology integration to be purchased on an as-needed basis for an annual estimated amount of \$225,000.

Motion was made to approve the consent agenda.

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

Item 14. Consider an annual contract for trade services from Humphrey & Associates, Inc.

Director of Public Works Beck recommended approval of the annual contract for trade services to include fixed annual pricing for electrical repairs, switch gear maintenance and infrared testing for an estimated amount of \$550,000.

Motion was made to approve the consent agenda.

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

Item 15. Consider an annual contract for valve and hydrant maintenance from Hydromax USA and **Ordinance No. 2026-012** to appropriate the funds.

Director of Public Works Beck recommended approval of the annual contract for valve and hydrant maintenance for an estimated amount of \$650,000.

Motion was made to approve the consent agenda.

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

ORDINANCE NO. 2026-012

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GRAPEVINE, TEXAS, AUTHORIZING THE APPROPRIATION OF \$650,000 IN THE UTILITY ENTERPRISE FUND; DECLARING AN EMERGENCY AND PROVIDING AN EFFECTIVE DATE

ADJOURNMENT

Motion was made to adjourn the meeting at 9:10 p.m.

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

Passed and approved by the City Council of the City of Grapevine, Texas on this the 3rd day of March 2026.

APPROVED:

William D. Tate
Mayor

ATTEST:

Tara Brooks
City Secretary