

AGENDA
Irving City Council Regular Meeting
Thursday, March 19, 2020 at 7:00 PM
City Hall, First Floor, Council Chambers
825 W. Irving Blvd., Irving, Texas 75060

Organizational Service Announcements

Invocation

Paresh Patel, BAPS Shri Swaminarayan Mandir

Pledge of Allegiance

Proclamations and Special Recognitions

Citizens' Forum

Citizens are invited to speak for three (3) minutes on matters relating to City government and on items not listed on the regular agenda.

Public Hearing: Items 1 through 33

CITY COUNCIL AGENDA

- 1 City Operations Update**
 - a. COVID-19 Update
 - b. North Texas Teen Book Festival
 - c. Census 2020 Update

CONSENT AGENDA

- 2 Approving Work Session Minutes for Wednesday, February 26, 2020**
- 3 Approving Regular Meeting Minutes for Wednesday, February 26, 2020**

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

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 551.087 of the Texas Government Code.

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 presiding officer or the consent of the Council.

This facility is physically accessible and parking spaces for the disabled are available. Accommodations for people with disabilities are available upon request. Requests for accommodations must be made 48 hours prior to the meeting. Contact the City Secretary's Office at 972-721-2493 or Relay Texas at 7-1-1 or 1-800-735-2988.

4 Ordinance - Amending Ordinance No. 2019-10250 Providing Budget Adjustment #3 to the 2019-20 Fiscal Year Budget

Administrative Comments

1. This item has been recommended by the Financial Services Department.
2. Budget Adjustments are needed in the following funds: General Fund, Water & Sewer Fund, IT Internal Service Fund, Garage Fund, Water and Sewer Debt Service Fund, General Non-Bond CIP Fund, MDU Non-Bond CIP Fund, Water and Sewer Non-Bond CIP Fund, Vehicle and Equipment Replacement Fund, and Justice Assistance Grant Fund.
3. The adjustment has been proposed by city staff, and has been reviewed and recommended by Budget staff and Financial Services.

Recommendation

The ordinance be adopted.

5 Resolution - Resolution -- Approving Amendment No. 1 to Consulting Agreement with Strategic Government Resources in the Total Not-To-Exceed Amount of \$84,500 to Continue Providing Interim Communications Director Services

Administrative Comments

1. This item is recommended by the City Manager's Office.
2. **Impact: Additional funds for this agreement continue to support Interim Communications Director services.** Administrative Award 6575 authorized an agreement with SGR for professional Interim Communications Director services in the amount not-to-exceed \$49,500. Due to the unanticipated length of the search, staff is requesting an amendment to the original agreement.
3. The City Manager's Office desires to increase the contract value an additional \$35,000.00 in order to continue providing Interim Communications Director services until the position is permanently filled. Recruitment for the Communications Director is in its final stages and the last day for interim Communications Director services will be March 27, 2020.
4. The total contract total is not to exceed \$84,500.00.
5. Funding for this expenditure is available in the Non-Departmental Fund.

Recommendation

The resolution be approved

6 Resolution - Authorizing the City Manager or Designee to Negotiate and the Mayor to Execute an Electricity Supply Contract for the City of Irving Based on Best Value and Other Conditions Set by the City Council

Administrative Comments

1. This item is recommended by the City Manager's Office.
2. **Impact:** This resolution authorizes the City Manager or designee to negotiate and the Mayor to execute a contract to purchase electric service at a fixed price and explore renewable energy (wind) if competitive and appropriate for a period of one to six years at a time determined by him to be appropriate.
3. Given the constant movement of the electricity supply market and the number of factors affecting electricity rates on a daily basis, this resolution provides the necessary flexibility to ensure that the City Manager or designee is able to negotiate at the optimum time in order to secure the best value for the city.
4. In 2008, the city made the strategic decision to leave the cooperative Cities Aggregation Power Project (CAPP) and solicited our own electricity supply contract. Since that time, the city has benefitted from energy cost savings.
5. Funding is available in the General Fund and the Water and Sewer System Fund, subject to funds being appropriated in fiscal years associated with the negotiated contract term.

Recommendation

The resolution be approved.

7 Resolution - Approving an Agreement with OverDrive, Inc. for Its Digital Delivery Platform Services in the Total Estimated Amount of \$82,000

Administrative Comments

1. This item is recommended by the Library Services Department.
2. **Impact:** Use of the Overdrive delivery platform supports Irving Connects, the city's smart city initiative by allowing the Library to provide 24/7 access to a collection of digital materials (including eBooks, eAudiobooks, video and magazines) for checkout which may be accessed through personal digital devices such as smart phones, tablets, e-readers and computers. Overdrive is one of several electronic content services provided to supply library customers with a wide variety of electronic publications and media. Multiple digital vendors are required, as each service covers a limited number of publishers, types of content, formats or supported end-user devices. Overdrive offers a customized website and the popular Libby app for accessing and downloading digital materials. Both the website and the app are integrated with the Library's Polaris system for real-time patron authentication
3. Overdrive provides a unique service model not present in other digital platforms that

offers downloads in the Kindle format and compatibility with all generations of the Amazon Kindle.

4. The Library previously offered the Overdrive platform to library users and discontinued the service in 2016 in order to attempt to streamline digital platforms. Library users have continually requested reinstatement of this service in order to utilize Kindle devices which are not supported by other platforms.
5. The Overdrive service also will allow the Library to continue a partnership with the Irving Independent School District (IISD) for digital lending. IISD students will have the ability to use their Overdrive Soros student app to seamlessly access and check out materials from the Irving Public Library collection.
6. Other unique features of the Overdrive service include a multi-lingual user interface option for library users and a Local Content feature providing the ability to upload locally-produced and self-published digital content into a platform for lending.
7. Funding for Fiscal Year 2019-2020 is available in the Library Services Department budget within the General Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

	<u>Contract Term</u>	<u>Total Est.</u>	<u>Fiscal</u>
<u>Vendor</u>		<u>Expenditure</u>	<u>Year(s)</u>
<u>Overdrive</u>	<u>4/1/20 – 3/31/21</u>	<u>\$42,000.00</u>	<u>2019-20</u>
		<u>\$40,000.00</u>	<u>2020-21</u>
<u>Total</u>		<u>\$82,000.00</u>	

Recommendation

The resolution be approved.

8 Resolution - Approving a Master Subscription Agreement Between the City of Irving and NEC Corporation of America to Provide NeoFace WideNet Facial Recognition Computer Software and Related Services to the Irving Police Department in the Amount of \$50,000.00

Administrative Comments

1. This item is recommended by the Police Department. It supports Strategic Objective No. 4.1: Safeguard public safety, security and health. This item also supports Irving Connects, the city’s smart city initiative.
2. **Impact:** This agreement provides for on-line access to and use of NeoFace WideNet, a proprietary facial recognition computer software as a service solution, on a subscription basis. This is the fifth consecutive year for an agreement for this software solution. The service is cloud based, and designed to expedite and improve the investigate process for law enforcement and other agencies to match

photos of suspects or persons of interest with existing booking photos in the WideNet database.

3. This subscription agreement will remain in effect for one year, from December 19, 2019 to December 18, 2020.
4. Funding in the amount of \$ 50,000.00 is available in the Police budget within the General Fund.

Recommendation

The resolution be approved.

9 Resolution - Approving a Special Event Permit Application for the 2020 Irving Marathon, Half Marathon, 10K, 5K and Fun Run to be Held March 28, 2020 at the Toyota Music Factory, Las Colinas Boulevard, La Villita Boulevard and Riverside Drive, Irving, Texas

Administrative Comments

1. This item is recommended by the Irving Convention and Visitors Bureau. It supports Strategic Objectives 3.1: Promote revitalization of targeted areas and 3.2: Create a thriving downtown.
2. **Impact:** The Irving City Council has indicated its desire to bring more special events and activities to the City of Irving. The 2020 Irving Marathon is in its eighth year and the Irving Healthcare Foundation is a beneficiary of event proceeds; the event is sanctioned by USA Track and Field, and is also a Boston Marathon Qualifying race.
3. The City's Special Event Permit Application requires City Council approval for all events with time periods that exceed four and one-half hours anytime between 7:00 a.m. and 1:00 p.m. This event begins its set-up at 3:30 a.m.
4. If the estimated number of participants and spectators exceeds 500 during the special event, or there will be any street closures, the City's Special Event Permit Application requires the applicant to, at least 30 days prior to the start of the event, deliver written notices to all owners or occupants of real property abutting the event site, including all owners or occupants of real property abutting the route of a progressive event, such as a parade, walk/run or triathlon. The event anticipates 5,500 participants and another 2,000 spectators.
5. The following City departments have reviewed the Special Event Permit Application from the 2020 Irving Marathon for their respective departments' requirements: Police, Fire, Traffic and Transportation, and Convention and Visitors Bureau.
7. The event will begin at the Toyota Music Factory. The event routes have been developed to have minimal residential impacts and sub-events will run along the marathon course.

8. No funding is required.

Recommendation

The resolution be approved.

10 Resolution - Approving the First Amendment to the Consulting Agreement Between the City of Irving and M. Gale and Associates for Strategic Fundraising Planning, Implementation and Coaching Consultation for the Irving Archives and Museum in the Total Estimated Amount of \$8,000.00

Administrative Comments

1. This item is recommended by the Irving Archives and Museum (IAM).
2. **Impact:** The previously approved agreement between the IAM and M. Gale & Associates provides assistance with the development of a strategic fundraising plan that will ensure the museum's long-term sustainability. The attached amendment covers the implementation, coaching, and facilitation phase of the plan.
3. The original agreement was approved by Administrative Award No. 6239 on February 27, 2019 in an amount not to exceed \$49,500.00, including reimbursable expenses of \$1,500.00. Approval of this amendment adds assistance with the services noted above and increases the agreement by \$8,000.00, bringing the total for the agreement to \$57,500.00.
4. Funding in the amount of \$8,000.00 is available in the IAM budget within the Heritage and Museum Fund.

Recommendation

The resolution be approved.

11 Resolution - Approving Addendum No. 5 to the Engineering Services Agreement Between the City of Irving and Halff Associates, Inc., in the Amount of \$90,000.00, for Additional Assistance with the Project Agreement Negotiations with the TxDOT Corridor Developer for the SH 183 Improvement Project and Diamond Interchange Phase II Project

Administrative Comments

1. This item is recommended by the Capital Improvement Program Department. It supports Strategic Objective 2.4 – Maintain and extend water, wastewater and storm water systems.
2. **Impact:** This addendum will provide additional funding for the easement acquisition assistance in amount of \$65,000 including acquiring title policies and utility coordination assistance in amount of \$25,000.
3. Halff Associates, Inc., is assisting staff with utility easement acquisition, utility coordination assistance and construction related assistance in association with City infrastructure in conflict with the TxDOT Diamond Interchange, Phase II project and providing assistance with utility easements for the relocation of that infrastructure. Halff Associates will also be providing construction Administration for Jamison water line relocation.
4. Funding in the amount of \$90,000.00 is available in the 2019-2020 budget within the Water and Sewer System Non-Bond Fund.

Recommendation

The resolution be approved.

12 Resolution - Approving Amendment No. 1 for Renewal of the Professional Services Agreement between the City of Irving and Halff Associates, Inc., in the Total Estimated Amount of \$600,000.00 for Right-of-Way Acquisition Services

Administrative Comments

1. This item is recommended by the Capital Improvement Program (CIP) Department.
2. **Impact: This agreement is utilized to support the Road to the Future program.** Right-of-way acquisition services allow city staff to proceed with ongoing and future CIP projects in a timely and effective manner.
3. Right-of-way acquisition services are related to the purchase of various real property interests to accommodate multiple currently pending and future as-needed CIP projects. The right-of-way acquisitions will primarily involve securing easements and other real property interests including, but not limited to, sewer,

water, drainage, and other right-of-way from commercial and residential properties in Irving. Right-of-way acquisitions must be made in accordance with (i) the city’s Charter, which requires the Mayor to sign all conveyances made or entered into by the city; (ii) on a form approved by the City Attorney’s office; and (iii) in accordance with Section 16-27 of the city’s Code of Ordinances.

4. Real estate appraisal services, which are also part of this agreement, are related to the as-needed appraisal of real property or a real property interest owned or held by the city, and the acquisition of various easements and other real property interests for ongoing and future CIP projects. Real estate appraisal services may be required by the city on a case-by-case basis in accordance with the city’s needs. The appraisal of real property or a real property interest may be required to determine the fair market value or appraisal value for the sale or exchange of real property or a real property interest owned or held by the city, and may be required for general real property acquisitions, as needed by the city, and right-of-way acquisitions, and for compliance with TxDOT, FHA, FHWA, and other state or federal laws, rules, and regulations.
5. Expenditures for these services to date have been approximately \$430,000.00 and are anticipated to continue to increase in order to support Road to the Future and Drainage for a Better Tomorrow construction projects.
6. This renewal establishes the continuation of a professional services agreement for providing right of way acquisition services. The original agreement was awarded as the result of negotiations with the respondent receiving the highest evaluation criteria score through a Request for Proposals process. This is the first of two, one-year renewal options for this agreement, which expires on April 3, 2020.
7. Funding for Fiscal Year 2019-20 is available in various project funds, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Contract Term	Estimated Expenditure	Fiscal Year(s)
Halff Associates, Inc.	4/4/2020 – 4/3/2021	\$300,000.00	2019-20
		\$300,000.00	2020-21
TOTAL		\$600,000.00	

Recommendation

The resolution be approved.

13 Resolution - Approving Amendment No. 1 for Renewal of the Professional Services Agreement Between the City of Irving and Teague Nall & Perkins, Inc., in the Total Estimated Amount of \$400,000.00 for Right-Of-Way Acquisition Services

Administrative Comments

1. This item is recommended by the Capital Improvement Program (CIP) Department.
2. **Impact: This agreement is utilized to support the Drainage for a Better Tomorrow program.** Right-of-way acquisition services allow city staff to proceed with ongoing and future CIP projects in a timely and effective manner.
3. Right-of-way acquisition services are related to the purchase of various real property interests to accommodate multiple currently pending and future as-needed CIP projects. The right-of-way acquisitions will primarily involve securing easements and other real property interests including, but not limited to, sewer, water, drainage, and other right-of-way from commercial and residential properties in Irving. Right-of-way acquisitions must be made in accordance with (i) the city's Charter, which requires the Mayor to sign all conveyances made or entered into by the city; (ii) on a form approved by the City Attorney's office; and (iii) in accordance with Section 16-27 of the city's Code of Ordinances.
4. Real estate appraisal services, which are also part of this agreement, are related to the as-needed appraisal of real property or a real property interest owned or held by the city, and the acquisition of various easements and other real property interests for ongoing and future CIP projects. Real estate appraisal services may be required by the city on a case-by-case basis in accordance with the city's needs. The appraisal of real property or a real property interest may be required to determine the fair market value or appraisal value for the sale or exchange of real property or a real property interest owned or held by the city, and may be required for general real property acquisitions, as needed by the city, and right-of-way acquisitions, and for compliance with TxDOT, FHA, FHWA, and other state or federal laws, rules, and regulations.
5. Expenditures for these services to date have been approximately \$210,000.00 and are anticipated to continue to increase in order to support Road to the Future and Drainage for a Better Tomorrow construction projects.
6. This renewal establishes the continuation of a professional services agreement for providing right-of-way acquisition services. The original agreement was awarded as the result of negotiations with the respondent receiving the highest evaluation criteria score through a Request for Proposals process. This is the first of two, one-year renewal options for this agreement, which expires on April 3, 2020.
7. Funding for Fiscal Year 2019-20 is available in various project funds, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Contract Term	Estimated Expenditure	Fiscal Year(s)
Teague Nall & Perkins, Inc.	4/4/2020 – 4/3/2021	\$200,000.00	2019-20
		\$200,000.00	2020-21
TOTAL		\$400,000.00	

Recommendation

The resolution be approved.

14 Resolution - Approving Change Order No. 1 to the Contract with Taurus Commercial, Inc. in the Amount of \$145,447.77 for the Georgia Farrow Recreation Center Expansion Project

Administrative Comments

1. This item is recommended by the Capital Improvement Program Department and the Parks and Recreation Department. It supports Strategic Objective 4.5 - Implement enhancements to cultural and recreational facilities.
2. **Impact:** This Change Order #1 will install ornamental railing, install artificial turf in half of the new gymnasium for recreational activities, install stainless steel partitions in the restrooms and remove & replace a section of the parking lot.
3. The original contract, \$3,646,075.00, is being funded by the U.S. Department of Housing and Urban Development using a Section 108 Loan and is subject to all Federal laws and regulations.
4. The items for this Change Order is 4% of the original contract and is being funded through the Park Improvement Bond Fund which became available this fiscal year.
5. The railing will provide for a nice aesthetically pleasing rail while providing a safe barrier along the top of the retaining wall around the new parking lot and fire lane for \$12,312.39.
6. The new Turf and Dash Board System for \$38,595.23 covering 1/2 of the Gymnasium would allow for Futsal, a form of indoor soccer, to be offered to the citizens and will provide a more unique and wider scope of recreational programming.
7. With the recently renovated Senter Park Recreation Center, the use of stainless steel toilet partitions in the restrooms have proved to be successful. This will upgrade the quality of the specified partitions for \$815.35
8. Approximately 780 square yards of existing pavement is in disrepair. This is the

northern section of the existing parking lot where the dumpster pad is located. Due to the heavy weight of the trash trucks, the pavement has crumbled over the years. The existing pavement will be removed and replaced with 8" flex base, 8" concrete pavement and curbs will be installed for \$93,724.80.

9. Funding in the amount of \$145,447.77 is available within the Park Improvement Bond Fund.

Recommendation

The resolution be approved.

15 Resolution - Approving an Agreement Between the City of Irving and Infor Public Sector, Inc., in the Total Estimated Amount of \$56,190.00 for Technology Services Related to the EDispatch Mobile Upgrade

Administrative Comments

1. This item is recommended by the Information Technology Department and Fire Department. It supports Strategic Goal No. 4.2 Leverage information technology to drive efficient and responsive service delivery.
2. **Impact:** Upgrading the existing software system will provide improvements that allow the system to operate efficiently and maintain compatibility with the current dispatch software, thus facilitating rapid, accurate communication to the field. This promotes personnel safety as well as enables communication with other agencies in a crisis situation. This upgrade is necessary in order to facilitate and provide better functionality that currently is not supported.
3. Additionally, this upgrade adds capabilities that improve critical communication with fire apparatuses in the field responding to calls for emergency service. The current software has been in use since early 2000 and needs to be upgraded to the most current version to maintain support by the vendor.
4. Funding in the amount of \$56,190.00 is available in the Information Technology Internal Service Fund.

Recommendation

The resolution be approved.

Bids & Purchasing Items

Items 16-29

16 Resolution - Amending City of Irving Council Resolution No. RES-2020-79 to Correct Section I. Related to Contract Renewal for Mowing and Litter Control

Administrative Comments

1. This item is recommended by the City Attorney's Office and the Financial Services Department – Purchasing Division.
2. **Impact:** Approval of this item is necessary to correct the company name as presented in subject resolution.
3. There is no financial impact associated with this item.

Recommendation

The resolution be approved.

17 Resolution - Approving a Professional Services Agreement Between the City of Irving and ASM Global in an Amount Not to Exceed \$110,000.00 for the Toyota Music Factory Venue Assessment & Maintenance Plan

Administrative Comments

1. This item is recommended by the City Manager's Office. It supports Strategic Objective 2.5: Support strategic investments in city facilities.
2. **Impact:** The city's Lease Agreement for the Entertainment Center provides the city with the right to inspect the facility annually in order to identify any deficiencies in the facility or any maintenance needs to be addressed in the annual maintenance and operations budget. This inspection is necessary to ensure that the Toyota Music Factory Entertainment Center (the "Entertainment Center") is maintained in a good, safe, attractive, sanitary order and that repairs are consistent with the industry standards and practices for a first-class multi-use, multi-venue public entertainment venue with restaurants.
3. A Request for Proposals was issued on January 3, 2020 and closed on February 7, 2020 seeking proposals from qualified companies to perform this venue and facilities condition assessment. Four firms submitted proposals which were received by the stated due date. The proposal of ASM Global received the highest scores based on staff's evaluation of the criteria as published in the Request for Proposals.
4. The scope of work includes the following seven (7) deliverables:
 - A detailed narrative of all findings and recommendations with supporting photographs and exhibits;
 - A comprehensive maintenance work plan that identifies current deficiencies

and their associated costs, broken down by their main components (such as plumbing, mechanical, electrical, building envelope, interior space, parking area, landscaping, etc.) and prioritized by urgency or necessity. The estimated costs are to be probable construction estimates based on current construction standards and exclude any markup factor to cover “soft costs” (such as project management, permitting, drawings, etc.);

- A recommendation of specific items on the maintenance work plan that are most urgent and should be addressed within the next 18-months;
 - A 5-year forecast of recommended maintenance activities and their associated costs;
 - A review of the lessee’s maintenance records, and existing maintenance policies and practices, and recommendations for improving preventative and routine maintenance programs and activities to reduce future capital costs; and
 - A table summary of the maintenance work plan listing all current deficiencies, estimated costs, and priority.
 - A comprehensive plan with recommendations to ensure that the Entertainment Center is maintained to industry standard and practice for a first-class, multi-use, multi-venue, public entertainment venue with restaurants. The plan should address the estimated costs for the work and an estimated timeframe for the length of time to complete the items.
5. Funding in an amount not to exceed \$110,000.00 is available in the Entertainment Venue Administrative Expense Fund.

Recommendation

The resolution be approved.

18 Resolution - Approving and Accepting the Proposal of Reconcile Care Management Services, PLLC, in a Total Amount Not to Exceed \$541,500.00 for Coronary Calcium Screening

Administrative Comments

1. This item is recommended by the Human Resources Department.
2. **Impact:** Coronary calcium screening is an early detection medical screening process not covered by health insurance plans. It determines the level of calcium build-up in the heart. By offering this screening at no charge, the city is, through its wellness program, providing employees with benefits that will potentially identify heart disease and assist in the prevention of heart attacks and even death.
3. The City Manager, with Council approval, set aside \$1 million in the Fiscal Year 2019-20 budget for employees on the city’s health insurance program to voluntarily participate in a three-part wellness screening program. One of these services is coronary calcium screening.

4. The proposal submitted by Reconcile Care Management Services, PLLC (RCMS) offers competitive pricing and a coronary calcium screening program structure that aligns with the city's health and wellness objectives by delivering services that improve quality of life for qualified City of Irving plan members, directly engaging members that are candidates for the screening through post-screening follow-up to target the reduction of health risk factors, and supporting city wellness initiatives.
5. Upon completion of an initial assessment, RCMS will assist employees with finding a primary care physician if needed and refer and/or provide recommendations for follow-up care if applicable. Additionally, RCMS will provide a post-screening follow-up for 90 days to track results of referrals and treatment and will also provide complimentary holistic care plan development with courtesy referrals for treatment and services.
6. The cost to the city per screening is \$300.00 per eligible employee. If an employee is not deemed to be an eligible candidate after the preliminary assessment, the city will only be charged \$85.00 for the assessment.
7. Minority- and/or Woman-Owned Business participation in this award is 100%.
8. This award establishes a professional services agreement to provide coronary calcium screening services. RCMS is recommended for award as the firm scoring the highest points based on evaluation criteria established through a Request for Proposals process.
9. Funding for Fiscal Year 2019-20 is available in the Health Self-Insurance Fund.

Vendor	Contract Term	Total Estimated Amount
Reconcile Care Management Services, PLLC	3/19/20 – 9/30/20	\$541,500.00

Recommendation

The resolution be approved.

19 Resolution - Renewing the Contract with Concentra Medical Services in the Estimated Amount of \$87,500.00 Annually for Medical & Occupational Health Fitness and Drug Screening Services

Administrative Comments

1. This item is recommended by the Human Resources Department.

2. **Impact:** Health services include DOT and non-DOT pre-employment and random drug screening, pre-employment and promotional physical examinations, and immunizations for civil service and general government city employees in compliance with all applicable laws, statutes, and regulations to enhance employee health and safety. These services ensure that applicants and employees meet the physical and environmental requirements of the position for which they are being considered.
3. This renewal establishes the continuation of a contract for providing medical and occupational health fitness services. The original agreement was awarded to the respondent receiving the highest evaluation criteria score through a Request for Proposals process. This is the first of two, two-year renewal options for this contract, which expires on March 31, 2020.
4. Funding for Fiscal Year 2019-20 is available in various departmental budgets within various funds, while funding for Fiscal Years 2020-21 and 2021-22 is subject to budget appropriation.
5. Because this contract runs April 2020 through March 2022, it is possible that more than the estimated amounts shown in the chart below may be spent in one operating year or the other as long as there are budget funds available to accommodate that year's additional purchases and the total contract award amount is not exceeded.

Vendor	Contract Term	Total Est. Expenditure	Fiscal Year(s)
Concentra Medical Centers	4/1/20 – 3/31/22	\$ 43,750.00	2019-20
		\$ 87,500.00	2020-21
		\$ 43,750.00	2021-22
TOTAL NOT TO EXCEED AMOUNT		\$175,000.00	

Recommendation

The resolution be approved.

20 Resolution - Approving and Accepting the Bid from Butler Animal Health, LLC dba Covetrus North America in the Total Estimated Amount of \$130,000.00 for Veterinarian Vaccines, Medicines, and Related Supplies

Administrative Comments

1. This item is recommended by the Police Department – Animal Services Division.

2. **Impact:** Purchases under this contract will provide shelter animals with the necessary vaccines and medicines ensuring a safe and healthy environment for them while protecting residents from zoonotic diseases.
3. This award establishes the continuation of an annual contract for providing veterinarian vaccines, medicines, and related supplies. The current contract expires on March 31, 2020. This award is for one year with two one year renewal options.
4. Funding for Fiscal Year 2019-20 is available in the Animal Services Division budget within the General Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Contract Term	Total Estimated Expenditure	Fiscal Year(s)
Butler Animal Health, LLC dba Covertrus North America	4/1/20 – 3/31/21	\$110,000.00	2019-20
		\$20,000.00	2020-21
TOTAL		\$130,000.00	

Recommendation

The resolution be approved.

21 Resolution - Renewing the Contract with Crafcro Inc., in the Total Estimated Amount of \$67,548.00 for Crack Sealing Compound & Asphalt Cold Patch Materials

Administrative Comments

1. This item is recommended by the Traffic & Transportation Department – Streets Division.
2. **Impact: This contract supports the Road to the Future program.** Crack sealing compound and asphalt cold patch materials are utilized by the Streets Division to maintain and enhance mobility for the safe and effective transit of motorists throughout the City of Irving. The award of this contract will provide the necessary resources to expedite repair of damaged existing roadways.
3. This renewal establishes the continuation of an annual contract to provide crack sealing compound and asphalt cold patch materials on an as-needed basis. The original contract was awarded on the basis of competitive bids. This is the final of two one-year renewal options. The current contract term expires on March 31, 2020.

4. Funding for Fiscal Year 2019-20 is available in the Traffic & Transportation Department budget within the General Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Contract Term	Estimated Expenditure	Fiscal Year(s)
Crafco, Inc.	4/1/20 – 3/31/21	\$33,774.00	2019-20
		\$33,774.00	2020-21
TOTAL		\$67,548.00	

Recommendation

The resolution be approved.

22 Resolution - Renewing the Contract with Martin Marietta Materials in the Total Estimated Amount of \$250,000.00 for Concrete Making Materials

Administrative Comments

1. This item is recommended by the Traffic & Transportation Department – Streets Division.
2. **Impact: This contract supports the Road to the Future program.** This contract will provide cement, rock and sand aggregates that meet the specifications for use with the city’s Volumetric Mixer. Meeting these industry standard specifications will help ensure the Volumetric Mixer maintains a uniform product that meets the high quality standards necessary to make concrete repairs to the infrastructure and to maintain the safety of the transportation network within the City of Irving.
3. This renewal establishes the continuation of an annual contract to provide concrete making materials. The current contract expires on March 31, 2020. This is the second and final one-year renewal option.
4. Funding for Fiscal Year 2019-20 is available in the Traffic & Transportation Department budget within the General Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Contract Term	Estimated Expenditure	Fiscal Year(s)
Martin Marietta Materials	4/1/20 – 3/31/21	\$125,000.00	2019-20
		\$125,000.00	2020-21
TOTAL		\$250,000.00	

Recommendation

The resolution be approved.

23 Resolution - Renewing the Annual Contract with Dyna Pak Corporation in the Total Estimated Amount of \$111,331.00 for Polyethylene Refuse and Recycling Bags

Administrative Comments

1. This item is recommended by the Solid Waste Services Department.
2. **Impact:** Refuse and recycling bags provide residents with a convenient way to dispose of household garbage and recyclables. Bags are sold to residents at the city’s purchased cost.
3. This renewal provides for the continuation of providing polyethylene refuse and recycling bags, in conjunction with Parks and Water (warehouse operations and customer service). The current contract expires on March 31, 2020. This is the second and final one-year renewal option.
4. Funding for Fiscal Year 2019-20 is available in the Solid Waste Operating Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Contract Term	Estimated Expenditure	Fiscal Year(s)
Dyna Pak Corporation	4/1/20 – 3/31/21	\$ 45,756.00	2019-20
		\$ 65,575.00	2020-21
TOTAL		\$111,331.00	

Recommendation

The renewal to be approved.

24 Resolution - Approving Contract Assignment from Martin Eagle Oil Company, Inc., to U.S. Oil, a Division of U.S. Venture, Inc., for Unleaded Gasoline, Diesel and Biodiesel Fuels

Administrative Comments

1. This item is recommended by the Fleet Services Division and the Financial Services Department – Purchasing Division.

2. **Impact:** This contract ensures a continuous fuel supply for fleet vehicles and equipment, allowing us to better serve citizens, businesses, and visitors throughout the City of Irving.
3. A contract for unleaded gasoline, diesel, and biodiesel fuels was awarded to Martin Eagle Oil Company, Inc., on January 16, 2020 by Resolution No. 2020-30 in the amount of \$5,800,000.00 for the period of January 17, 2020, through January 31, 2022.
4. Written notice was received by the city regarding the acquisition of Martin Eagle by U.S. Oil, a division of U.S. Venture, Inc. on March 4, 2020. U.S. Venture, Inc. has agreed in writing that all pricing, terms, and conditions of the original agreement will be honored.
5. The Fleet Services Division recommends approval of this contract assignment as presented. There is no financial impact associated with this action.

Recommendation

The resolution be approved.

25 Resolution - Approving and Accepting the Bids of Universal Lubricants (PetroChoice Dynamo LLC.) and W. Douglass Distributing in the Total Estimated Amount of \$75,000.00 for Automotive Fluids and Lubricants

Administrative Comments

1. This item is recommended by the Fleet Services Department.
2. **Impact:** Awarding this contract will ensure a continuous supply of automotive fluids and lubricants necessary for the upkeep and maintenance of fleet vehicles and equipment with a minimum downtime, allowing city departments to better serve the residents, businesses, and visitors throughout the City of Irving.
3. This award establishes an annual contract for the continuation of providing automotive fluids and lubricants. This contract is for one year with two, one-year renewal options.
4. Funding for Fiscal Year 2019-20 is available in the Garage Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Item(s)	Contract Term	Est. Exp. FY 2019-20	Est. Exp. FY 2020-21	Total Est. Expenditure
Universal Lubricants	1, 3,4, 5 and 7	3/20/20-2/28/21	\$18,218.75	\$21,531.25	\$39,750.00
W Douglass Distributing	2,6 and 8		\$16,156.25	\$19,093.75	\$35,250.00
TOTAL			\$34,375.00	\$40,625.00	\$75,000.00

Recommendation

The resolution be approved.

26 Resolution - Approving Additional Funding with Systems & Software, Inc., in the Total Estimated Amount of \$122,500.00 for Software and Implementation Services for a Water Utility Billing System

Administrative Comments

1. This item is recommended by the Information Technology and Water Utilities Departments. It supports Strategic Objective 4.2 – Leverage information technology to drive efficient and responsive service delivery.
2. **Impact:** Implementation of a new Water Utilities billing system will provide the following: productive and modern software that will directly enhance the Water Utilities Department’s ability to serve their customers; accessible, available and current data for use in making good business decisions; and, ultimately, the ability to perform efficient and effective business operations.
3. The agreement included an amount for travel expenditures that was not addressed in the original resolution when the agreement was approved. The additional amount being requested is to address this.
4. Funding in the amount of \$122,500.00 is available in the Water-Sewer Fund.

Recommendation

The resolution be approved.

27 Resolution - Approving Amendment No. 1 for Renewal of the Services Agreement Between the City of Irving and Technology Assets, LLC, Dba Global Asset, in an Amount Not to Exceed \$125,000.00 for Computer Deployment Services

Administrative Comments

1. This item is recommended by the Information Technology (IT) Department.
2. **Impact:** This contract provides a technology contractor to augment existing IT staff in order to perform timely installation, configuration, documentation and disposal of replacement desktop computers in the year that they are due to be replaced.
3. This renewal establishes the continuation of an annual contract to provide computer deployment services. This is the first of two, one-year renewal options. The current contract expires on March 20, 2020.
4. Funding for Fiscal Year 2019-20 is available in the Information Technology Department budget within the General Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.
5. Because this contract runs from March 2020 through March 2021, it is possible that more than the estimated amounts shown in the chart below may be spent in one operating year or the other as long as there are budget funds available to accommodate that year's additional purchases and the total contract award amount is not exceeded.

Vendor	Contract Term	Estimated Expenditure	Fiscal Year(s)
Technology Assets, LLC dba Global Asset	03/21/2020 – 03/20/2021	\$62,500.00	2019-20
		\$62,500.00	2020-21
Total Amount Not To Exceed		\$125,000.00	

Recommendation

The resolution be approved.

28 Resolution - Approving and Accepting the Proposal from USIC Locating Services, LLC, in a Total Estimated Amount of \$175,000.00 for Fiber Optic Network Locate Services

Administrative Comments

1. This item is recommended by the Information Technology Department.
2. **Impact:** Purchases under this contract will provide fiber optic locate services for the city-owned fiber optic network which supports the City’s most critical data systems. These systems include the public safety radio system, outdoor warning system, fire station alerting as well as other mission critical communication systems.
3. This award establishes an annual contract for the continuation of providing fiber optic network locate services. This award is for one year with two, one-year renewal options.
4. Funding for Fiscal Year 2019-20 is available in the Information Technology Internal Service Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Contract Term	Total Amount Not To Exceed	Fiscal Year(s)
USIC Locating Services, LLC	3/20/20 – 2/28/21	\$87,500.00	2019-20
		\$87,500.00	2020-21
TOTAL		\$175,000.00	

Recommendation

The resolution be approved.

29 Resolution - Approving and Accepting the Proposal from Commdex Consulting, LLC, in the Total Estimated Amount of \$401,000.00 for Fiber Optic Network Maintenance Services

Administrative Comments

1. This item is recommended by the Information Technology Department.
2. **Impact:** Purchases under this contract will provide fiber optic repairs and new installations services necessary to maintain the city-owned fiber optic network which supports the City’s most critical data systems. These systems include the public safety radio system, outdoor warning system, fire station alerting as well as other mission critical communication systems.
3. This award establishes an annual maintenance agreement for the continuation of providing fiber optic network repair and new installation services. This award is for one-year with two, one-year renewal options.

4. Funding for Fiscal Year 2019-20 is available in the Information Technology Internal Service Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

Vendor	Contract Term	Total Amount Not To Exceed	Fiscal Year(s)
Commdux Consulting, LLC	3/20/20 – 2/28/21	\$200,500.00	2019-20
		\$200,500.00	2020-21
TOTAL		\$401,000.00	

Recommendation

The resolution be approved.

ZONING CASES AND COMPANION ITEMS

- 30 Ordinance - Zoning Case #ZC19-0091 - Considering a Zoning Change from PUD (Planned Unit Development) District for C-C (Community Commercial) Uses to PUD (Planned Unit Development) District for S-P-1 (Detailed Site Plan) for R-AB (Restaurant with the Attendant Accessory Use of the Sale of Alcoholic Beverages for On-Premises Consumption), Office, Recreation and Related Uses - Approximately 2.5 Acres Located Approximately 1,000 Feet South of the Intersection of State Highway 161 and Las Colinas Boulevard - CSE Commercial Real Estate, Applicant - PR II Las Colinas, LLC, Owner**

Administrative Comments

1. The Planning and Zoning Commission Hearing Date and Recommendation: January 6, 2020 – Postpone to January 20, 2020, 8-0 (Commissioner Kliner, absent). January 20, 2020 – Postpone to March 16, 2020, 8-0 (Commissioner Patel, absent). March 16, 2020 – Pending.
2. The applicant is requesting rezoning to allow the sale of alcoholic beverages for on-premises consumption within a fitness center.
3. The 2017 Imagine Irving Comprehensive Plan Future Land Use Map recommends *Neighborhood Commercial* uses for this property. This land use category is described as Mixed-use commercial areas along major corridors with opportunities for residential and commercial infill and reinvestment. The requested zoning is in conformance with the Comprehensive Plan.
4. The approved development plan allows C-C (Community Commercial) uses along with recreational and office uses, including a fitness center with a café and pool

area. However, rezoning is necessary to allow for the accessory use of the sale of alcoholic beverages for on-premises consumption.

5. The property is currently vacant. The applicant is planning to develop the property with a *Life Time* fitness center with the accessory use of the sale of alcoholic beverages for on-premises consumption. The proposed 175,000 sq. ft. facility will also include a 50,000 sq. ft. pool and deck area with a 2,105 sq. ft. bistro, a 3,564 sq. ft. "life café", and a 5,071 sq. ft. café/bar. The café, café/bar and bistro will sell alcoholic beverages. The beverages will be permitted within the property, including the pool and office areas.
6. The proposed fitness center will also house a child care area along with numerous workout rooms, gyms, various courts, pools and a lifework area.
7. A total of 21 public notices were mailed. Staff received one (1) response in support and none in opposition to this request.
8. This item supports Strategic Objective 3.5 – Effectively plan and manage land use.

Recommendation

The ordinance be adopted.

- 31 Ordinance - ZC20-0007 - Considering a Zoning Change from S-P-1 (Detailed Site Plan) for R-AB (Restaurant with the Attendant Accessory Use of the Sale of Alcoholic Beverages for On-Premises Consumption), Convention Center, Retail, Entertainment, Hotel, Restaurant and Related Uses to S-P-1 (Detailed Site Plan) for R-AB (Restaurant with the Attendant Accessory Use of the Sale of Alcoholic Beverages for On-Premises Consumption), Convention Center, Retail, Entertainment, Hotel, Restaurant and Related Uses - Approximately 16.787 Acres Located North of Fuller Drive and West of W. Las Colinas Blvd. - the Ark Group of Irving, Inc., Applicant. City of Irving, Owner**

Administrative Comments

1. The Planning and Zoning Commission Hearing Date and Recommendation: March 2, 2020 – Postpone to March 16, 2020 6-1 (Commissioner McPhail, nay; Commissioners Joy and Patel, absent). March 16, 2020 – Pending.
2. The applicant is requesting approval of a modification to the current zoning for the Irving Music Factory site to allow additional office space on the first and second floors of Building B1, next to the Westin Hotel.
3. In February 2014 the City Council approved a zoning site plan for the Irving Music

Factory (ZC13-0058). Amendments to the site plan were made in January 2017 (ZC16-0091), February 2018 (ZC17-0085), June 2018 (ZC18-0049), and October 2018 (ZC18-0078).

4. The current approved site plan allows up to 100,000 square feet of office space in building B1.
5. The proposed site plan would allow up to 152,387 square feet of office space in building B1.
6. All other aspects and conditions of the previously approved case are unchanged and carried forward to this site plan.
7. These modifications to the zoning site plan match the revisions to the Entertainment Center lease agreement as approved by the City Council on December 12, 2019
8. A total of eight (8) public notices were mailed. Staff has received one (1) response in support and none in opposition to this request.
9. This item supports Strategic Objective 3.5 – Effectively plan and manage land use.

Recommendation

The ordinance be adopted.

APPOINTMENTS AND REPORTS

32 Resolution - Board Appointments to the Advisory Committee on Disabilities, Irving Convention and Visitors Bureau Board (Non-Voting), Planning and Zoning Commission, Youth Council and the Zoning Board of Adjustments and Appeals to Unexpired Terms

Administrative Comments

1. This item is recommended by the City Secretary's Office.
2. **Impact:** Appointment of Irving residents to boards, commissions, and committees assures that our residents have a voice in city government.
3. Council conducted interviews to fill various vacancies on October 14, 21 and 28, 2019.
4. The vacant positions under consideration are for the Advisory Committee on Disabilities, Irving Convention and Visitors Bureau Board (Non-Voting), Planning and Zoning Commission, Youth Council and Zoning Board of Adjustments and

Appeals.

Recommendation

The resolution be approved.

33 Mayor's Report

Adjournment