Members of the City Council and public may participate in the Regular Meeting by telephone conference or videoconference call. Sign-in via telephone or online will be from 6:00 p.m. to 7:00 p.m. on September 3, 2020. Citizens that would like to provide a presentation to Council must submit their presentation(s) to Information Technology no later than 2:00 p.m. on the Tuesday prior to the work session or council meeting at councilpubpres@cityofirving.org. All participants by telephone conference or videoconference will be able to speak when called upon, however video images of the citizen participants will not be available. The phone numbers to sign-in and participate are 1-888-475-4499 (Toll Free) or 1-877-853-5257 (Toll Free) or online at https://zoom.us/j/96022533649 Meeting ID: 960 2253 3649

Organizational Service Announcements

Invocation

Iman Kashif Ahmed, Islamic Center of Irving

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 35

CITY COUNCIL AGENDA

1 City Operations Update
CONSENT AGENDA

2 Approving the Budget Retreat Minutes for Wednesday, August 19, 2020

3 Approving the Work Session Minutes for Thursday, August 20, 2020

4 Approving the Regular Meeting Minutes for Thursday, August 20, 2020

5 Resolution - Take Appropriate Action Concerning Declaration of Local Disaster for Public Health Emergency to Address COVID-19

Administrative Comments

1. This item is recommended by the City Manager's Office and the Office of Emergency Management.

2. Impact: The proposed resolution would ratify the local state of disaster declared by the Mayor on March 12, 2020, and extend it to September 17, 2020, which is the date of the next City Council meeting.

3. On March 12, 2020, Mayor Richard H. Stopfer issued a proclamation declaring a local state of disaster resulting from a public health emergency caused by the 2019 Coronavirus Disease (COVID-19). This order was effective through 11:00 a.m. on March 20, 2020.


Recommendation

The resolution be approved.
Resolution - Amending the Administrative Services Only (ASO) Agreement with CIGNA Health and Life Insurance Company (CIGNA) for Medical and Pharmacy Administration Services in the Estimated Amount of $790,041 for an Additional Nine-Month Period

Administrative Comments

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

2. **Impact:** By continuing to provide high quality medical, stop loss, dental, and vision insurance products with reasonable and competitive premiums, the City of Irving will continue to lead the DFW area as the employer of choice for recruits as well as providing current employees, retirees, and their families with dependable and affordable coverage.

3. In order to allow for alignment of claims reporting with other budgetary reporting considerations, CIGNA, as the city's current insurance provider, has agreed to work with Human Resources to provide a prorated coverage term which will run from January 1, 2021 through September 30, 2021. Human Resources is therefore recommending that the medical and pharmacy services administration be continued with CIGNA through the end of Fiscal Year 2020-21, as CIGNA continues to offer competitive pricing and a program structure that aligns with the city's healthcare objectives. Their proposal for this upcoming nine month period also continues to offer value-added components designed to help the city achieve better healthcare outcomes and promote wellness. Their proposal commits $80,000.00 in wellness funds to support city initiatives and programs such as flu vaccinations for employees, wellness speakers, and the city's annual Health & Safety Fair for employees.

4. Additionally, CIGNA is has lowered the pharmacy fee to $4.21 per employee per month (PEPM), down from the current rate $9.21 per employee per month (PEPM). The lower PEPM rate is guaranteed for up to three years.

5. Funding is available in the Health Self-Insurance Fund.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Coverage Type</th>
<th>Contract Term</th>
<th>FY 2020-21 Estimated Amount</th>
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<tr>
<td>CIGNA Health &amp; Life Insurance Co.</td>
<td>Medical Services</td>
<td>01/01/2021 – 09/30/2021</td>
<td>$790,041.00</td>
</tr>
</tbody>
</table>

**Recommendation**

The resolution be approved.
Resolution - Ratifying the Filing of a Lawsuit in the Case Styled City of Irving, Plaintiff, as Subrogee of Matthew Morisak Vs. Michael Lawson, to Recover Funds Expended by the City of Irving to Pay for a Worker's Compensation Claim for Injuries Incurred as a Result of a Motor Vehicle Accident

Administrative Comments

1. This item is recommended by the City Attorney's Office and Human Resources Department.

2. On August 24, 2018 a City of Irving Patrol Car was stopped issuing a warning to another individual. As Officer Morisak was returning to the squad car and sitting down in the driver’s seat, a motorcycle that was being driven by a Michael Lawson struck the rear end of the squad car injuring Officer Morisak.

3. The City since then has incurred $140,566.47 in personal injury to date and continues to incur continued costs as the claim progresses.

4. Human Resources asked Sedgwick to pursue recovery efforts against the insurance of Michael Lawson to recover costs incurred. Camille Espey, White Espey PLLC, the City’s designated Workers’ Compensation attorney approached the insurance for Michael Lawson about subrogation efforts and they refused to pay at this time.

5. To protect the City's interests, a lawsuit was filed pending ratification of the suit.

6. Impact: This lawsuit will allow the City to seek recovery of Worker's Compensation Medical and Indemnity Benefits of $140,566.47 incurred to date.

Recommendation

The resolution be approved.

---

Resolution - Approving an Agreement for Services Between the City of Irving and Keep Irving Beautiful, Inc. (KIB), for the Keep Irving Beautiful Program in the Amount of $67,880.00

Administrative Comments

1. This item is recommended by the Parks and Recreation Department.

2. Impact: This allows for Keep Irving Beautiful, Inc., to continue educational programs with respect to recycling, community beautification and litter abatement initiatives that support the city’s storm water permit.

3. Funding in the amount of $67,880.00 is available in the Capital Improvement
Department budget within the Municipal Drainage Utility Fund. Funding for Fiscal Year 2020-21 is available subject to approval of the FY2020-21 budget.

**Recommendation**

The resolution be approved.

**Resolution - Approving the Special Event Permit Application for the City of Irving's Eerie Irving Park, a Drive-Thru Event, to be Held in Trinity View Park, Located at 2221 East State Highway 356 Irving, Texas, on October 24, 2020**

**Administrative Comments**

1. This item is recommended by the Parks and Recreation Department.

2. **Impact:** Approval of the Special Event Permit for the 2020 Citywide Eerie Irving Park, a Halloween themed drive-thru event is in compliance with requirements as outlined in the Special Event Permit Application which requires City Council Approval for all events with more than 2,500 participants and/or spectators and for time periods that exceed four and one-half hours any time between 7:00 a.m. and 1:00 a.m.

3. If the estimated number of participants and spectators exceeds 2,500 during any day of the special event or any portion of the event is to take place on city property, the City of Irving Special Events team will coordinate with Risk Management to procure and keep in full force and effect, for the duration of the event, insurance written by an insurance company approved by the State of Texas and acceptable to the City and issued on the standard form approved by the Texas Department of Insurance.

4. To fulfill the safe execution of City of Irving special events, spearheaded by the Parks and Recreation Department, there is a logistical need for street closures and/or traffic management and security services by the Irving Police Department as it relates to the attached list of special events.

5. This permit approves the staging and road closures of the east and westbound service roads alongside Texas 356 between Wildwood and Campion Trail for entrance into Trinity View Park. The park will be closed from Friday, October 23 at 8:00 a.m. to Sunday, October 25 at 12:00 p.m. to allow for set-up/tear down.

6. City Council has approved funding to support citywide special events.

**Recommendation**

The resolution be approved.
Resolution - Approving an Agreement Between the City of Irving and Oncor Electric Delivery Company LLC., for Undergrounding Facilities and Cost Recovery for the Installation of Underground Electrical Facilities at Heritage Park and 200 S. Hastings Street

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: The item will result in the undergrounding and removal of the aerial utilities at Heritage Park and 200 S Hastings Street. All aerial lines bisecting the park and adjacent to the park property on S Hastings Street will be buried including aerial utilities over the Second Street / Irving Boulevard Corridor. The undergrounding of overhead utilities will improve the reliability of electrical service for residents and reduce the visual clutter for the park and boulevard.

3. This item was presented to the Parks and Recreation Advisory Board on June 10, 2019, the Community Services Council Committee on June 20, 2019, the Arts Board on July 15, 2019 and the Transportation and Natural Resource Committee on November 13, 2019 and September 3, 2020.

4. The cost recovery program utilizes a surcharge to Irving electric customers’ monthly bill and the funds would be placed in an account with ONCOR to pay for the underground installation. The surcharges vary for each of the six different classes of electrical service customers. The largest customer class is residential and the surcharge will be $0.08 cents per month for residential customers. The surcharges for each of the six rate classes are listed in the attached contract.

5. The amount of funding that the surcharge will generate for the undergrounding improvements along Hastings is $289,756.00. The surcharge will be collected for a 12-month period for these park improvements. At the end of one year the collection of the surcharge will end.

Recommendation

The resolution be approved.
Resolution - Approving a Sales Contract with Shreem Las Colinas, LLC for a Sanitary Sewer Easement and Temporary Construction Easement, Located at 455 E. John W. Carpenter Freeway in the Amount of $216,023.00

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department, Traffic, and Water Utilities. It supports Strategic Objective 2.4 - Maintain and extend water, wastewater and storm water systems.

2. **Impact:** This contract will allow for the completion of the Brazos Drive W- WW Improvement & Las Colinas Blvd Phase 3 Utility & Paving Reconstruction Project.

3. **This item will be discussed at the Transportation and Natural Resources Committee on September 3, 2020.**

4. A 10-foot wide waste water easement containing 9,886 square feet is required for placement of 15-inch waste water main, along with a temporary construction easement at 455 E. John W. Carpenter Freeway owned by Shreem Las Colinas, LLC.

5. Funding in the amount of $216,023.00 is available within the Street Improvement Bond Fund.

**Recommendation**

The resolution be approved.

Resolution - Approving Change Order No.1 to the Contract with SYB Construction Company, Inc., in the Amount of $240,000.00, for the Bear Creek Wastewater Aerial Crossing Rehabilitation Project

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department and Water Utilities. It supports Strategic Objective 2.4 - Maintain and extend water, wastewater and storm water systems.

2. **Impact:** This change order will provide funding to repair the slopes and embankments along the aerial crossing which have heavy erosion found during construction.

3. **This item will be discussed with the Transportation and Natural Resources Committee on September 3, 2020.**
4. This work is part of the Water Utilities Department’s wastewater system improvements. This project does not directly impact any residential properties.

5. This project will rehabilitate the wastewater main aerial crossing over Bear Creek and parallel to Rock Island Road. It will also add manholes to allow for better access for future maintenance.

6. Funding in the amount of $240,000.00 is available within the Water and Sewer System Non-Bond CIP Fund.

**Recommendation**

The resolution be approved.

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13 Resolution - Ratification of Payments Made to Mart, Inc., in the Total Amount of $60,785.00 for Emergency Remediation and Restoration at Fire Station 10

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program Department.

2. **Impact**: An intrusion of rodents at Fire Station 10 created a potential health hazard to fire station personnel. An emergency was declared by Pat Lamers, Capital Improvements Program Department Director, on June 10, 2020 in order to begin remediation and restoration as quickly as possible.

3. **This item will be discussed with the Transportation & Natural Resources Committee on September 3, 2020**.

4. Mart, Inc. was able to mobilize immediately to begin the facility remediation and restoration process which included ceiling removal/replacement, and HVAC ductwork removal/replacement.

5. Funding in the amount of $60,785.00 was available in the Self Insurance Fund.

**Recommendation**

The resolution be approved.
Resolution - Authorizing Additional Funding in the Amount of $17,000.00 for Participation in the Existing Funding Agreement Between the City of Irving and the Sulphur River Basin Authority (SRBA) for the Operation of the SRBA for Fiscal Year 2020-21 and Authorizing Expenditures Each Fiscal Year Based on Participation Pursuant to the Terms of the Agreement

Administrative Comments

1. This item is recommended by the Water Utilities Department. It supports Strategic objective 2.4 – Maintain and extend water, wastewater and storm water systems.

2. Impact: This item supports the city’s Investing in our Future initiative. This agreement will potentially provide Irving the ability to acquire approximately 25,000 acre-feet per year (22.3 MGD) of future water developed in the Sulphur River Basin to meet Irving’s ultimate water needs.

3. This item will be discussed with the Transportation and Natural Resource Committee on September 3, 2020.

4. The Metroplex has been partnering with the Sulphur River Basin Authority (SRBA) since 2002 and has been the lead sponsor for water development within the Sulphur River Basin. The Metroplex group has included Dallas, Irving, the North Texas Municipal Water District (NTMWD), the Tarrant Regional Water District (TRWD), and the Upper Trinity Regional Water District (UTRWD).

5. The Metroplex group has funded SRBA’s budget for administrative purposes, project development and local support through multiple funding agreements since 2002. This current agreement includes a commitment by Irving, UTRWD and NTMWD to continue to engage in regional and state water planning in the Sulphur River Basin and in the development of water supply strategies.

6. Through Resolution 2019-471 Council authorized $50,000.00 for participation in the operation of the Sulphur River Basin, but an additional $17,000.00 is required for continued participation. Irving’s share for September 2020 through August 2021 is approximately $67,000.00

7. This agreement will provide a total of $200,000.00 to SRBA through August 31, 2021. Each participating party will be responsible for a proportional share.

8. Funding in the amount of $67,000.00 is available in the Water Utilities budget within the Water Resources Development Fund.

Recommendation

The resolution be approved.
Resolution - Approving an Interlocal Agreement and Technical Services Contract Between the City of Irving and the Trinity River Authority (TRA) in the Estimated Annual Amount of $245,000.00 to Provide Water, Wastewater, and Stormwater Laboratory Analysis Services to Meet Federal and State Requirements for the City of Irving, Texas

Administrative Comments

1. This item is recommended by the Water Utilities Department. It supports Strategic Objective 2.4 – Maintain and extend water, wastewater and storm water systems.

2. **Impact:** This item supports the city’s Investing in our Future initiative. This contract benefits the City of Irving residents by performing laboratory analysis of the City’s water, wastewater and stormwater to verify that it meets and exceeds state and federal requirements.

3. **This item will be discussed with the Transportation and Natural Resources Committee on September 3, 2020.**

4. The City is required by federal and state law to routinely sample and perform laboratory analysis of the potable water, wastewater and stormwater within the city. The Trinity River Authority (TRA) has one of the few laboratories in our area certified by the state to perform all of the required tests.

5. TRA has provided excellent service to Irving and many other cities for over twenty years. TRA is conveniently located in Grand Prairie, which minimizes our staff time required for daily deliveries. They also test and provide results quickly and will work weekends, as needed, to meet the City’s requirements.

6. Funding in the amount of $200,000.00 is available in the Water Utilities budget within the Water and Sewer System Fund and $45,000.00 is available in the Municipal Drainage Utility Fund. Subject to FY 20-21 budget appropriation.

**Recommendation**

The resolution be approved.

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Resolution - Approving and Accepting the Bid of Preload LLC, in the Amount of $10,882,500.00 for the Northgate Pump Station Tank No. 2 Project

Administrative Comments

1. This item is recommended by the Water Utilities Department. It supports Strategic Objective 2.4 – Maintain and extend water, wastewater and storm water systems.
2. **Impact:** This item supports the city’s Investing in our Future initiative. This project supports future customer growth by adding potable water storage, and water disinfection facilities.

3. **This item will be presented to the Transportation and Natural Resources Committee on September 3, 2020.**

4. The Northgate Pump Station and the first ground storage tank were built in 2007. The original project included plans for a second ground storage tank to be added in the future.

5. Development in the Urban Center and future development in and around the stadium site has driven the need to add the second ground storage tank.

6. This project will consist of installing a 5 million gallon ground storage tank, sodium hypochlorite storage and injection system, improvements to the existing above ground storage tank, 54-inch, 42-inch, 30-inch, and miscellaneous yard piping, and civil site work. The contractor is to complete this work in 450 calendar days.

7. Bids were received from two bidders. Preload LLC, submitted the lowest responsive, responsible bid of $10,882,500.00. This is $978,500.00 (9.9%) above the engineer’s estimate of $9,904,000.00 for this project.

8. Funding in the amount of $650,000.00 is available in the Water Utilities budget within the Water Improvement Bond Fund and $10,232,500.00 in the Water and Sewer System Non-Bond CIP Fund.

**Recommendation**

The resolution be approved.

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**Bids & Purchasing Items**

**Items 17 - 33**

17 **Resolution - Renewing the Annual Contract with The Richey Company in the Total Estimated Amount of $60,000.00 for Imprinted Promotional Products**

**Administrative Comments**

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

2. **Impact:** Renewal of this item allows for as-needed purchases of promotional, advertising, and specialty items which are used to promote the city through outreach programs and events.
3. Examples of departmental uses include, but are not limited to, the following: Parks and Recreation events, Library events, Open House event, Irving 360º, Civic Academy, Water Utilities, Emergency Management, and Municipal Drainage Utility educational outreach programs, Employee Health and Safety Fair promotional items, and Communications promotional items for various city functions.

4. Examples of items purchased include pens, notepads, bags, USB drives, notebooks, and other promotional items imprinted with city and/or event-specific promotional logos.

5. This renewal establishes the continuation of an annual contract for city-wide use to provide imprinted promotional items from a single vendor as the result of a competitive bid process. This is the second and final one-year renewal options. The current contract expires on September 30, 2020.

6. Funding for Fiscal Year 2020-21 will be available in various departmental budgets within various funds subject to budget appropriation.

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<th>Vendor</th>
<th>Contract Term</th>
<th>Total Estimated Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Richey Company</td>
<td>10/1/20 – 9/30/21</td>
<td>$60,000.00</td>
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**Recommendation**

The resolution be approved.

**Resolution - Authorizing As-Needed Expenditures with Heritage One Roofing, Inc., in the Total Estimated Amount of $290,000.00 for Roofing Repairs and Replacement through The Interlocal Purchasing System (TIPS) Program Administered by the Region VIII Education Service Center**

**Administrative Comments**

1. This item is recommended by the Capital Improvement Program and Parks & Recreation departments and the Financial Services Department – Purchasing Division.

2. **Impact:** This item will allow the departments to procure roofing services on as-needed basis under the best possible terms and conditions for the city.

3. A Vendor/Member contract between the City of Irving and Heritage One Roofing, Inc., which expires on September 30, 2020, was approved on February 28, 2019 by RES-2019-87. This contract supports utilization of TIPS Contract No.
180702 for roofing (JOC), which has been renewed by TIPS through September 30, 2021.

4. Funding for Fiscal Year 2020-21 is available in various departmental budgets within various funds subject to budget appropriation.

<table>
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<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Total Estimated Amount</th>
<th>Fiscal Year</th>
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<td>Heritage One Roofing, Inc.</td>
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<td>$290,000.00</td>
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</table>

**Recommendation**

The resolution be approved.

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19 Resolution - Approving a Vendor/Member Contract Pursuant to a Cooperative Purchasing Agreement Between the City of Irving and Baker & Taylor, LLC for Library Books and Audio/Video Materials with Electronic Ordering Interface through the State of Texas Cooperative Purchasing Program

**Administrative Comments**

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

2. **Impact:** Establishment of a Vendor/Member Contract between the City of Irving and Baker & Taylor, LLC, for the utilization of State of Texas Contract No. 715-M2 for Publications, Audiovisual Materials, Books, Textbooks, and Ancillary Services will allow Library Services to purchase these items under the best possible terms and conditions for the city.

3. Approval of this item allows for the as-needed purchase of library books and audio/video materials with electronic ordering interface, as well as the necessary processing services to allow these items to be placed into circulation as part of city library collections available to residents for check out. Expenditures utilizing this contract are presented as a separate item on this agenda.

**Recommendation**

The resolution be approved.
20 Resolution - Approving a Vendor/Member Contract Pursuant to a Cooperative Purchasing Agreement Between the City of Irving and Ingram Library Services, LLC for Library Books and Audio/Video Materials with Electronic Ordering Interface through the State of Texas Cooperative Purchasing Program

Administrative Comments

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

2. Impact: Establishment of a Vendor/Member Contract between the City of Irving and Ingram Library Services LLC, for the utilization of State of Texas Contract No. 715-M2 for Publications, Audiovisual Materials, Books, Textbooks, and Ancillary Services, which expires on October 31, 2021 will allow Library Services to purchase these items under the best possible terms and conditions for the city.

3. Approval of this item allows for the as-needed purchase of library books and audio/video materials with electronic ordering interface, as well as the necessary processing services to allow these items to be placed into circulation as part of city library collections available to residents for check out. Expenditures utilizing this contract are presented as a separate item on this agenda.

Recommendation

The resolution be approved.

21 Resolution - Approving a Vendor/Member Contract Pursuant to a Cooperative Purchasing Agreement between the City of Irving and Midwest Tape, LLC, for Library Books and Audio/Video Materials with Electronic Ordering Interface through the State of Texas Cooperative Purchasing Program

Administrative Comments

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

2. Impact: Establishment of a Vendor/Member Contract between the City of Irving and Midwest Tape, LLC, for the utilization of State of Texas Contract No. 715-M2 for Publications, Audiovisual Materials, Books, Textbooks, and Ancillary Services will allow Library Services to purchase these items under the best possible terms and conditions for the city.

3. Approval of this item allows for the as-needed purchase of library books and audio/video materials with electronic ordering interface, as well as the necessary processing services to allow these items to be placed into circulation as part of city library collections available to residents for check out. Expenditures utilizing this contract are presented as a separate item on this agenda.
library collections available to residents for check out. Expenditures utilizing this contract are presented as a separate item on this agenda.

**Recommendation**

The resolution be approved.

---

**Resolution - Approving As-Needed Expenditures with Baker & Taylor, LLC, Ingram Library Services LLC, and Midwest Tape, LLC, in an Amount Not to Exceed $535,000.00 for Library Books and Audio/Video Materials with Electronic Ordering Interface through the State of Texas Cooperative Purchasing Program**

**Administrative Comments**

1. This item is recommended by Library Services Department.

2. **Impact:** This contract supplies library books and audio/video materials through use of an electronic ordering interface compatible with the library’s current system in order to offer patrons a wide variety of resources.

3. Choice of library materials ordered is driven by library patron demand and usage, and stock of best sellers and other popular items can vary greatly from supplier to supplier based upon the needs of their various customers. Approval of this item will facilitate the ability to make these as-needed purchase of high demand print and audio/visual materials in a more timely fashion, as well as providing the necessary processing services to allow these items to be placed into circulation in city libraries.

4. These purchases are supported by Vendor/Member contracts between the City of Irving and Baker & Taylor, LLC, Ingram Library Services LLC, and Midwest Tape, LLC, as presented for approval in the previous three items on this agenda. These contracts utilize State of Texas Contract No. 715-M2 for Publications, Audiovisual Materials, Books, Textbooks, and Ancillary Service which expires on October 31, 2021.

5. Funding for Fiscal Years 2020-21 and 2021-22 is subject to budget appropriation in the Library Services department budget within the General Fund.

6. Because this contract runs from October 2020 through October 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.
Recommendation
The resolution be approved.

23 Resolution - Renewing the Annual Contract with Global Building Maintenance, Inc. in the Total Estimated Amount of $77,984.32 for Custodial Maintenance Services for the Irving Arts Center

Administrative Comments
1. This item is recommended by the Irving Arts Center.
2. Impact: Custodial Services provide clean and attractive facilities for residents and visitors attending various events and performances at the Arts Center.
3. This renewal establishes the continuation of an annual contract for custodial services for the Irving Arts Center. This is the first of two, one-year renewal options.
4. Funding for Fiscal Year 2019-20 is available in the Irving Arts Center General Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

<table>
<thead>
<tr>
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<th>Contract Term</th>
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<th>Fiscal Year</th>
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<tr>
<td>Global Building Maintenance, Inc.</td>
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Recommendation
The resolution be approved.
Resolution - Approving a Professional Services Agreement between the City of Irving and Parkhill, Smith & Cooper, Inc., in the Total Estimated Amount of $826,000.00 for On-Call Municipal Solid Waste Engineering Services

Administrative Comments

1. This item is recommended by the Solid Waste Services Department.

2. **Impact:** This annual contract will ensure that the City has the correct volume calculation of the Landfill. It will also provide for creation of a fill plan in order to maximize capacity and updates to the site operating plan. In addition, this contract will provide assistance with regulatory compliance assessments and other engineering services that may be needed during the course of the contract term.

3. **This item was discussed with the Transportation & Natural Resources Committee on July 29, 2020.**

4. Requests for Qualifications (RFQ) were solicited for these services; qualifications were received from five firms. Of these firms, Parkhill, Smith & Cooper, Inc., was determined to be the most highly qualified provider for the services solicited.

5. Staff has negotiated a fair and reasonable agreement with Parkhill, Smith & Cooper, Inc., for these services and recommends award.

6. Minority- and/or Women-owned Business (MWBE) participation in this award is 50%.

7. This award establishes an annual contract for providing professional engineering services for Landfill projects. The contract may be renewed by mutual agreement of the parties.

8. Funding for Fiscal Year 2019-20 is available in the Solid Waste Non-Bond CIP Fund, while funding for Fiscal Year 2020-21 is subject to budget appropriation.

<table>
<thead>
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<td>$237,000.00</td>
<td>2019-20</td>
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<td>$589,000.00</td>
<td>2020-21</td>
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<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$826,000.00</strong></td>
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</table>

**Recommendation**

The resolution be approved.
Resolution - Approving a Vendor/Member Contract Pursuant to a Cooperative Purchasing Agreement Between the City of Irving and Texas Highway Products, LTD, and Authorizing As-Needed Expenditures in the Total Estimated Amount of $150,000.00 for Highway Safety and Traffic Control Products through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard)

**Administrative Comments**

1. This item is recommended by the Traffic & Transportation Department and the Financial Services Department – Purchasing Division.

2. **Impact:** Establishment of a Vendor/Member contract between the City of Irving and Texas Highway Products, LTD, for utilization of BuyBoard Contract No. 608-20, which expires on May 31, 2021, will allow the city to purchase highway safety and traffic control products under the best possible terms and conditions for the city.

3. **This item will be discussed with the Transportation and Natural Resources Committee on September 3, 2020.**

4. Approval of this contract supports the purchase of as-needed traffic control products and services through the designated BuyBoard contract for the specified contract term. This will allow the Transportation Department to purchase parts and equipment for installing and maintaining traffic signals within the City of Irving.

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

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<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Total Estimated Amount</th>
<th>Fiscal Year(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Texas Highway Products, LTD</td>
<td>9/4/20-5/31/21</td>
<td>$ 10,000.00</td>
<td>2019-20</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$140,000.00</td>
<td>2020-21</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td></td>
<td><strong>$150,000.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Recommendation**

The resolution be approved.
Resolution - Renewing the Annual Contract with Earth Haulers, Inc., in the Total Estimated Amount of $384,530.00 for Road Maintenance Materials

Administrative Comments

1. This item is recommended by the Traffic & Transportation Department – Streets Division and the Water Utilities Department.

2. Impact: This contract supports the Road to the Future Program. Road maintenance materials are necessary for the Streets Division to provide cushion sand, top soil and crushed concrete aggregate. Water Utilities uses road maintenance materials for backfill and embedment on water and sewer main repairs. These materials are used to maintain the safety of the transportation network within the City of Irving.

3. The item will be discussed at the Transportation and Natural Resources Committee Meeting on September 3, 2020.

4. This renewal establishes the continuation of an annual contract to provide road maintenance materials. This is the first of two one-year renewal options. The current contract expires on September 30, 2020.

5. Funding for Fiscal Year 2020-21 will be available in the Traffic & Transportation Department budget within the Streets Fund and the Water Utilities Department budget within the Water and Sewer System Fund, subject to budget appropriation.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Estimated Expenditure</th>
<th>Fiscal Year(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Earth Haulers, Inc.</td>
<td>10/01/20 – 9/3/21</td>
<td>$384,530.00</td>
<td>2020-21</td>
</tr>
</tbody>
</table>

Recommendation

The resolution be approved.

Resolution - Renewing the Annual Contract with K & L Supply, Inc., in the Total Estimated Amount of $208,539.45 for Sewer Chemicals

Administrative Comments

1. This item is recommended by the Water Utilities Department.

2. Impact: Sewer chemicals are used in the wastewater collection system to help break up fats, oils and grease, and dissolve plant roots that can block the flow causing backups and overflows.
3. This item will be discussed with the Transportation and Natural Resources Committee on September 3, 2020.

4. This renewal establishes an annual contract for the continuation of providing sewer chemicals to be used by the Water Utilities Department. The current contract expires September 30, 2020.

5. Funding is available in the Water Utilities Department budget within the Water and Sewer System Fund, subject to budget appropriation in Fiscal Year 2020-21.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Total Est. Amount</th>
<th>Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>K &amp; L Supply, Inc.</td>
<td>10/1/20 – 9/30/21</td>
<td>$208,539.45</td>
<td>2020-21</td>
</tr>
</tbody>
</table>

**Recommendation**

The resolution be approved.

---

28 Resolution - Renewing the Annual Contract with Ferguson Enterprises, LLC in the Total Estimated Amount of $96,500.00 for Dechlorinating Tablets

**Administrative Comments**

1. This item is recommended by the Water Utilities Department.

2. **Impact:** Dechlorinating tablets are used during the flushing of fire hydrants and dead-end water mains and for flushing after water repairs to ensure the chlorine is removed from the water as it is discharged from the system. This is required by the TCEQ to prevent any harm to fish and other aquatic life if this water reaches a nearby stream or pond.

3. This item will be discussed with the Transportation and Natural Resources Committee on September 3, 2020.

4. This renewal establishes the continuation of an annual contract to provide dechlorinating tablets to be used by the Water Utilities Department. The current contract expires September 30, 2020.

5. Funding for Fiscal Year 2020-21 is subject to budget appropriation in the Water and Sewer System Fund.
<table>
<thead>
<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Total Est. Amount</th>
<th>Fiscal Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ferguson Enterprises, LLC</td>
<td>10/1/20 – 9/30/21</td>
<td>$96,500.00</td>
<td>2020-21</td>
</tr>
</tbody>
</table>

**Recommendation**

The resolution be approved.

---

**Resolution - Renewing the Annual Professional Services Agreement with Pedal Valves, Inc., in an Amount Not to Exceed $700,000.00 for Water Meter Replacement and Advanced Metering Infrastructure (AMI) Endpoint Remediation Services**

**Administrative Comments**

1. This item is recommended by the Water Utilities Department.

2. **Impact:** This contract will provide additional resources needed to complete the installation and testing of the AMI system and continue the department’s small meter replacement program.

3. **This item will be presented to the Transportation and Natural Resources Committee on September 3, 2020.**

4. The City of Irving currently has a significant investment in its residential and commercial water meters and is working to upgrade both the meters and meter reading system. These services will provide the means to assist staff with water meter replacements, installation, and testing of the AMI system to remotely read meters.

5. Under the current contract, Pedal Valves has replaced approximately 4600 meters and improved the network connectivity of over 7400 meters.

6. This renewal establishes the continuation of an annual contract for the purpose of water meter replacement and connectivity mitigation with the AMI network for residential and commercial meters. This is the first of two, one-year renewal options. The current contract expires on September 30, 2020.

7. Funding for Fiscal Year 2020-21 will be available in the Water and Sewer System Non-Bond CIP Fund subject to budget appropriation.
<table>
<thead>
<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Total Amount Not to Exceed</th>
<th>Fiscal Year(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pedal Valves, Inc.</td>
<td>10/1/20 - 9/30/21</td>
<td>$700,000.00</td>
<td>2020-21</td>
</tr>
</tbody>
</table>

**Recommendation**

The resolution be approved.

---

30 Resolution - Approving As-Needed Expenditures to DataProse, LLC, in a Total Estimated Amount of $255,432.00 for Utility Bill Printing and Mailing Services through an Interlocal Cooperative Purchasing Agreement with the City of Allen

**Administrative Comments**

1. This item is recommended by the Water Utilities Department.

2. **Impact:** This contract provides city bill printing and mailing services to ensure Water Utilities, Sanitation and Storm Water revenues are collected efficiently.

3. **This item will be discussed with the Transportation and Natural Resources Committee on September 3, 2020.**

4. The city entered into a Vendor/Member contract with DataProse, LLC, by Resolution No. 2019-381 on October 4, 2019 for utilization of City of Allen Contract No. 2019-6-61 which was renewed through September 24, 2021. This is the first of four automatic one-year renewal options.

5. Utilization of this contract provides utility bill printing, mailing and offset printing services, allowing the city to procure these services under the best possible terms and conditions.

6. Water Utilities has been very pleased with the services DataProse has provided since the original contract that started on October 1, 2015. It is recommending that spending in the amount of $255,432.00 be approved for a one-year term. The current contract term expires on September 24, 2020.

7. Funding will be available in the Water Utilities Department budget within the Water and Sewer System Fund.

**Recommendation**

The resolution be approved.
31 Resolution - Renewing the Annual Contract with Bond Equipment Company Inc., in an Amount Not to Exceed $60,000.00 for Heavy Duty Truck Maintenance to Include Cummins Engines

**Administrative Comments**

1. This item is recommended by the Fleet Services Division.

2. **Impact:** The city’s public safety vehicles will continue to be repaired and maintained with minimum downtime, keeping service levels high.

3. This renewal establishes the continuation of an annual contract for providing service and related parts for heavy duty trucks (Class 6, 7, 8), while routine repairs and preventive maintenance continue to be performed by Fleet Services. This is the second and final two-year renewal option. The current contract expires on September 30, 2020.

4. Funding for Fiscal Years 2020-21 and 2021-22 is subject to budget appropriation in the Garage Fund.

5. Because this contract runs from October 2020 through September 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.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Total Estimated Amount</th>
<th>Fiscal Year(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bond Equipment Company Inc.</td>
<td>10/1/20 – 9/30/22</td>
<td>$ 60,000.00</td>
<td>2020-21</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$ 60,000.00</td>
<td>2021-22</td>
</tr>
<tr>
<td><strong>TOTAL AMOUNT NOT TO EXCEED</strong></td>
<td></td>
<td><strong>$ 120,000.00</strong></td>
<td></td>
</tr>
</tbody>
</table>

**Recommendation**

The resolution be approved.

32 Resolution - Renewing the Annual Contract with Memo's Auto Body Shop in an Amount Not to Exceed $150,000.00 for Auto Body Repairs

**Administrative Comments**

1. This item is recommended by the Fleet Services Division.

2. **Impact:** City equipment will continue to be repaired and maintained with minimum downtime, keeping service levels high.
3. This renewal establishes the continuation of providing automotive body repairs for all passenger vehicles and light trucks up to 3000 Gross Vehicle Weight (GVW) rating. This is second and final two-year renewal option. The current contract expires on September 30, 2020.

4. Funding for Fiscal Years 2020-21 and 2021-22 is subject to budget appropriation in the Garage Fund.

5. Because this contract runs from October 2020 through September 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.

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Contract Term</th>
<th>Total Estimated Amount</th>
<th>Fiscal Year(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Memo’s Auto Body Shop</td>
<td>10/1/20 – 9/30/22</td>
<td>$150,000.00</td>
<td>2020-21</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$150,000.00</td>
<td>2021-22</td>
</tr>
<tr>
<td>TOTAL AMOUNT NOT TO EXCEED</td>
<td></td>
<td>$300,000.00</td>
<td></td>
</tr>
</tbody>
</table>

**Recommendation**

The resolution be approved.

33 Resolution - Approving the Expenditure to Kirby Smith Machinery Company, Inc. for the Repair of a 2016 Gradall XL4100 Excavator in the Total Estimated Amount of $88,500.00 through the State of Texas Local Government Statewide Cooperative Purchasing Program (BuyBoard)

**Administrative Comments**

1. This item is recommended by Traffic & Transportation – Streets Division and approved by Fleet Services Department.

2. **Impact:** The repair of this excavator will ensure that Traffic & Transportation Streets Division is able to maintain a high level of customer service for Irving residents.

3. Repair of this equipment is supported by a Vendor/Member contract between the City of Irving and Kirby Smith Machinery Company, Inc. The contract was approved by Resolution No. 2020-60 on February 13, 2020 utilizing BuyBoard Contract No. 597-19 for construction, road & bridge, ditching, trenching, & other equipment, which expires on November 30, 2020.

4. Approval is requested to repair the damage to unit #18152, a 2016 Gradall XL4100 excavator due to an accident on Hwy 183.

5. Risk Management has filed a claim with TML under the City’s property insurance
policy for the retained unit. Any claim amount, if received from insurance after
determination by TML, will be reimbursed to Traffic & Transportation – Streets
Division.

6. Funding in the net estimated amount of $88,500.00 is available in the
Garage Fund.

**Recommendation**

The resolution be approved.

**End of Bids**

34 **Ordinance - First Reading - Amending Chapter 52 Entitled "Water and
Sewer Rates" of the Code of Civil and Criminal Ordinances of the City of
Irving, Texas, Providing for New Monthly Water and Sewer Rates**

**Administrative Comments**

1. This item has been recommended by the Water Utilities Department.

2. **Impact:** A 2.0% combined water and sewer rate increase will help provide funding
to cover increases to pass-through costs for wastewater treatment and water supply
while also providing additional revenues to fund capital projects with cash to reduce
the bond sale and future debt.

3. **This item was presented at the Budget Retreat on September 2, 2020.**

4. The proposed 2.0% increase is slightly less than the 2.6% increase adopted by the
City Council for the fiscal year 2019-20 budget. The proposed increase is
consistent in building the debt coverage ratio up to the level expected by bond
rating agencies for an “AA” rating.

5. The need for the proposed rate increase is primarily driven by increasing pass-
through cost for contracted services. Irving contracts with the Trinity River Authority
(TRA) for sewage treatment and this pass-through cost is expected to increase $1.7
million in FY 2020-21. Pass-through costs from the City of Dallas for water
treatment also increased.

6. The proposed budget is $115.1 million and includes a Capital Improvement
Program (CIP) of $34,480,000.00. The CIP is projected to be funded with
$14,000,000.00 in cash and $20,480,000.00 in bonds.

7. The monthly bill for a residential customer with 10,000 gallons of water usage and
8,000 gallons of wastewater would increase approximately $1.50 under the
proposed rates depending on the customer’s meter size. Residential customers
using less water will most likely see a smaller increase.

**Recommendation**

The ordinance be adopted.
APPOINTMENTS AND REPORTS

35 Mayor’s Report

Adjournment