The Richardson City Council will conduct a Work Session at 6:00 p.m. on Monday, January 13, 2020, in the Richardson Room of the Civic Center, 411 W. Arapaho Road, Richardson, Texas.

As authorized by Section 551.071 (2) of the Texas Government Code, this meeting may be convened into closed Executive Session for the purpose of seeking confidential legal advice from the City Attorney on any agenda item listed herein.

**WORK SESSION – 6:00 PM, RICHARDSON ROOM**

- **CALL TO ORDER**

- **VISITORS**
  The City Council invites citizens to address the Council on any topic not already scheduled for Public Hearing. Citizens wishing to speak should complete a “City Council Appearance Card” and present it to the City Secretary prior to the meeting. Speakers are limited to 5 minutes and should conduct themselves in a civil manner. In accordance with the Texas Open Meetings Act, the City Council cannot take action on items not listed on the agenda. However, your concerns will be addressed by City Staff, may be placed on a future agenda, or by some other course of response.

- **REVIEW AND DISCUSS THE UPDATE TO THE MOBILE FOOD VENDOR ORDINANCE**

- **REVIEW AND DISCUSS THE PARKS AND RECREATION DEPARTMENT’S 60TH ANNIVERSARY**

- **ACTION ITEMS:**
  1. **CONSIDER RESOLUTION NO. 20-01, CASTING ITS VOTE FOR THE FOURTH MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT.**
  2. **CONSIDER AWARD OF BID #27-20 – WE REQUEST AUTHORIZATION TO ISSUE A PURCHASE ORDER TO CORE CONSTRUCTION, INC. FOR A COOPERATIVE JOB ORDER CONTRACT (“JOC”) FOR THE RICHARDSON WOMAN’S CLUB RAMP REDEVELOPMENT THROUGH THE REGION VIII EDUCATION SERVICE CENTER’S COOPERATIVE PURCHASING PROGRAM, THE INTERLOCAL PURCHASING SYSTEM (“TIPS”), ON CONTRACT #190201 IN THE AMOUNT OF $292,741.01.**

- **REPORT ON ITEMS OF COMMUNITY INTEREST**
  The City Council will have an opportunity to address items of community interest, including: expressions of thanks, congratulations, or condolence; information regarding holiday schedules; an honorary or salutary recognition of a public official, public employee, or other citizen; a reminder about an upcoming event organized or sponsored by the City of Richardson; information regarding a social, ceremonial, or community event organized or sponsored by an entity other than the City of Richardson that was attended or is scheduled to be attended by a member of the City of Richardson or an official or employee of the City of Richardson; and announcements involving an imminent threat to the public health and safety of people in the City of Richardson that has arisen after posting the agenda.

- **ADJOURN**
I CERTIFY THE ABOVE AGENDA WAS POSTED ON THE BULLETIN BOARD AT THE CIVIC CENTER/CITY HALL ON FRIDAY, JANUARY 10, 2020, BY 5:00 P.M.

_____________________________
AIMEE NEMER, CITY SECRETARY

ACCOMMODATION REQUESTS FOR PERSONS WITH DISABILITIES SHOULD BE MADE AT LEAST 48 HOURS PRIOR TO THE MEETING BY CONTACTING THE ADA COORDINATOR, VIA PHONE AT (972) 744-0908, VIA EMAIL AT ADACOORDINATOR@COR.GOV, OR BY APPOINTMENT AT 411 W. ARAPAHO ROAD, RICHARDSON, TEXAS 75080.

PURSUANT TO SECTION 30.06 PENAL CODE (TRESPASS BY HOLDER WITH A CONCEALED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A CONCEALED HANDGUN.

PURSUANT TO SECTION 30.07 PENAL CODE (TRESPASS BY HOLDER WITH AN OPENLY CARRIED HANDGUN), A PERSON LICENSED UNDER SUBCHAPTER H, CHAPTER 411, GOVERNMENT CODE (HANDGUN LICENSING LAW), MAY NOT ENTER THIS PROPERTY WITH A HANDGUN THAT IS CARRIED OPENLY.

FOR THE PURPOSE OF THIS NOTICE “PROPERTY” SHALL MEAN THE RICHARDSON ROOM AND COUNCIL CHAMBERS.
City Council Worksession
Agenda Item Summary

Worksession Meeting Date: Monday, January 13, 2020

Agenda Item: Review and Discuss the Update to the Mobile Food Vendor Ordinance

Staff Resource: Bill Alsup, Director of Health

Summary: City staff will provide an overview of proposed updates to the ordinance governing mobile food vendors.

City Council Strategic Goals: This agenda item helps further the following City Council Strategic Goals:

- Protect and strengthen stakeholder investments in the City of Richardson

Background Information: City staff will review proposed changes to the ordinance governing mobile food vendors that better reflect the evolution of food truck operations in the community and their use by corporate citizens and commercial properties.

Financial Implications: N/A
City Council Worksession  
Agenda Item Summary

<table>
<thead>
<tr>
<th>Worksession Meeting Date:</th>
<th>Monday, January 13, 2020</th>
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<tbody>
<tr>
<td>Agenda Item:</td>
<td>Review and Discuss the Parks and Recreation Department's 60th Anniversary</td>
</tr>
<tr>
<td>Staff Resource:</td>
<td>Lori Smeby, Director of Parks and Recreation</td>
</tr>
<tr>
<td>Summary:</td>
<td>City staff will provide an overview of activities planned in celebration of the Parks and Recreation Department's 60th Anniversary.</td>
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<tr>
<td>City Council Strategic Goals:</td>
<td>This agenda item helps further the following City Council Strategic Goals:</td>
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<td></td>
<td>• Enhance the quality of life of our stakeholders</td>
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<td></td>
<td>• Increase the sense of community and citizen engagement</td>
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<tr>
<td>Background Information:</td>
<td>City staff will provide an overview of several activities planned in celebration of the department turning 60 years old on December 29, 2019. Activities planned throughout January include a 60-day membership bonus at the recreation centers, online trivia about the Parks and Recreation Department and a scavenger hunt.</td>
</tr>
<tr>
<td>Financial Implications:</td>
<td>N/A</td>
</tr>
</tbody>
</table>
DATE: December 31, 2019

TO: Dan Johnson, City Manager

THROUGH: Don Magner, Deputy City Manager; Kent Pfeil, Chief Financial Officer

FROM: Keith Dagen, Director of Finance

SUBJECT: DCAD Board of Directors Runoff Election

Staff provided a briefing on September 9, 2019 on the process for voting for the Suburban Cities Representative on the Dallas Central Appraisal District (“DCAD”) Board of Directors. Richardson cast its vote by resolution on November 11, 2019 for Michael Hurtt of DeSoto, who has served as the Suburban Cities Representative on the DCAD Board since 2008.

Mr. Hurtt received 12 votes, Brett Franks of Sachse received 3 votes, Mona Dixon of Lancaster received 3 votes, Diane Cartwright of Irving received 1 vote, and Steve Nichols of Hutchins received 1 vote. In order to be appointed, a candidate had to have 16 votes (out of 30 total possible votes). Since no candidate received the 16-vote majority, a runoff will occur between the two candidates with the highest vote totals.

A coin flip between Brett Franks and Mona Dixon took place on December 30, 2019 to determine who would secure a place on the ballot. Ms. Dixon won the coin flip and will appear on the ballot along with Mr. Hurtt. Cities must vote by resolution and submit their votes to DCAD by January 31. As in the case of the initial round of voting, a candidate must secure 16 votes (out of 30 possible votes) to be declared the winner.

A resolution casting the City’s vote for Michael Hurtt has been placed on the January 13, 2019 agenda for consideration by the City Council. Staff is recommending adoption of this resolution to continue the City’s support of Mr. Hurtt during the runoff election process.
RESOLUTION NO. 20-01

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS, CASTING ITS VOTE FOR THE FOURTH MEMBER OF THE BOARD OF DIRECTORS OF THE DALLAS CENTRAL APPRAISAL DISTRICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Dallas County eligible taxing entities have expressed and approved an option which allows for representation to the Appraisal District Board of Directors (in accordance with Section 6.03 of the Texas Property Tax Code) as follows:

1. The City of Dallas shall appoint one (1) member to the Board.

2. The Dallas Independent School District shall appoint one (1) member to the Board.

3. The Dallas County Commissioners Court shall appoint one (1) member to the Board. The member appointed by the Dallas County Commissioners Court shall not be a resident of either the City of Dallas or the Dallas Independent School District.

4. Each of the incorporated cities and towns, except for the City of Dallas, shall have the right to nominate by an official resolution one (1) candidate as the fourth member of the Board of Directors. The said cities and towns shall, from the nominations received, elect by a majority vote, with each city and town being entitled to one (1) vote, the fourth member of the Board of Directors.

5. Each of the School Districts, and the Dallas County Community College District, except the Dallas Independent School District, shall have the right to nominate by an official resolution one (1) candidate as the fifth member of the Board of Directors. The said school districts shall from the nominations received, elect by a majority vote, with each school district and the community college district being entitled to one (1) vote, the fifth member of the Board of Directors.

The votes required for election to the Board of Directors in 4 and 5 hereof shall be by a majority of those authorized to vote in 4 and 5 respectively and not by a majority of the quorum; and

WHEREAS, the City of Richardson does hereby cast its vote by marking the ballot below:

☑ Michael Hurtt
☐ Mona Dixon

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS:
SECTION 1. That the City Council of the City of Richardson, Texas, does hereby confirm its one (1) vote for the election of Michael Hurt as the suburban cities’ representative to the Board of Directors of the Dallas Central Appraisal District.

SECTION 2. That this Resolution shall become effective immediately upon from and after its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Richardson, Texas, on this the 13th day of January 2020.

CITY OF RICHARDSON, TEXAS

_____________________________________
MAYOR

ATTEST:

_____________________________________
CITY SECRETARY

APPROVED AS TO FORM:

_____________________________________
CITY ATTORNEY

(PGS:12-30-19:TM 112975)
DATE: January 6, 2020

TO: Keith Dagen – Director of Finance

FROM: Todd Gastorf – Purchasing Manager

SUBJECT: Award of Bid #27-20 for a cooperative Job Order Contract ("JOC") for Woman’s Club Ramp Redevelopment to CORE Construction, Inc. in the amount of $292,741.01 through the Region VIII Education Service Center’s cooperative purchasing program, The Interlocal Purchasing System ("TIPS"), on Contract #190201

Proposed Date of Award: January 13, 2020

I concur with the recommendation of Shawn Poe – Director of Engineering, and request permission to issue a purchase order for Woman’s Club ramp redevelopment to CORE Construction, Inc. in the amount of $292,741.01, as provided in the attached proposal.

Job order contracting is a variable term, indefinite delivery, and indefinite quantity contract for construction services on an on-call basis through negotiated line item delivery orders (job orders) to include minor construction, repair, renovation, alterations, maintenance projects and limited architectural and engineering designed projects. Pricing is based upon the contract’s priced coefficient applied to the city cost index and the line items in the RS Means unit price book. When the line items are agreed to, it becomes a lump sum firm fixed price contract for that negotiated scope of services. Job order contracting is authorized by Texas Government Code Section 2269.401.

The above referenced services have been competitively bid through TIPS Contract #190201. The City of Richardson participates in the TIPS program through its existing interlocal agreement for cooperative purchasing pursuant to Texas Government Code Section 791.025 and Texas Local Government Code Section 271.102.

Funding is provided from General Special Projects and Facilities Maintenance Operating Budget.

Concur:

[Signature]
Keith Dagen

ATTACHMENTS
MEMO

TO: Dan Johnson, City Manager
THROUGH: Shanna Sims-Bradish, Assistant City Manager
FROM: Shawn Poe, P.E., Director of Engineering

SUBJECT: Award of Woman's Club Ramp Redevelopment to CORE Construction via TIPS Contract No. 190201

DATE: January 3, 2020

ACTION REQUESTED:
Council to consider award of Woman's Club Ramp Redevelopment via TIPS Contract No. 190201 to CORE Construction in the amount of $292,741.01.

BACKGROUND INFORMATION:
The Woman's Club exterior stairs between the Club House and Founders Hall will be reconstructed and add a circular ramp to make the connection between the two buildings safer and accessible. The renovation of the exterior walkway will include replacing the landscaping, irrigation system, related lighting systems, and the buildings' main electrical transformer and service, which is in the pathway of the new ramp. The present electrical service is in bad need of repair, and will be replaced as part of the ramp installation. The existing building structures will not be affected by the new ramp and stairs. The improvement will provide better accessibility for the users, with ease of access to the buildings, on a well-lit walkway.

FUNDING:
Funding is from the General Special Projects and Facilities Maintenance Operating.

SCHEDULE:
Facilities Maintenance plans for this project to begin in Winter and be completed within 2 months, weather permitting.

cc: Ray Ginther, Facilities Maintenance Superintendent
Proposal

Date: January 3, 2020

Owner: City of Richardson

Project: Woman’s Club Ramp Redevelopment

Location: 2005 N. Cliffe, Richardson, Texas

Procurement: TIPS_190201

CORE Construction is pleased to provide you with this estimated proposal. Enclosed you will find the basis of estimate clarifications and schedule of values which includes the requested scope of work, general conditions, sales tax, bonds, insurances, and fee.

Estimated Proposal $292,741.01

We look forward to a successful and enjoyable project together. Thank you for this opportunity, please do not hesitate to contact me directly with any questions or comments.

Respectfully submitted,

Ray LaFaille
Ray LaFaille
CORE Construction, Inc.
The Basis of Estimate is a written explanation clarifying the scope, assumptions and exclusions used in establishing this proposal. All costs are developed through site walk conducted, and the scope clarifications below.

**Assumptions, Clarifications, & Exclusions**

**Schedule**
- Anticipated Start: Within 3 Weeks of issuance of PO
- Long Lead Items: 6-8 Weeks on light fixtures
- Projected Duration: 2 Months Depending on weather & any unknowns

**Contingency & Allowances**
- **Change Management** – CORE has not included contingencies and/or allowances. Any unforeseen conditions, schedule impacts (outside of contractor control), scope changes, escalation, acceleration, overtime, premium time, etc. will result in Owner Change Orders. In addition, the time necessary to price and confirm formal authorization to proceed could have an impact on the overall construction schedule. Including contingencies and or allowances in the base contract allow the Project Team to avoid these items within the originally defined schedule and established contract amount.

**General Assumptions**
- This cost proposal is considered a Lump Sum consisting of line item Estimate.
- Unless otherwise included in scope below, CORE has not included any costs for permits, including but not limited to: building permit, systems permit, or dust control.
- General Conditions and/or General Requirements are considered cost of the work.
- CORE Construction, Inc. shall not be held responsible for performance of systems or equipment, code interpretations, engineering, etc. requirements and will perform the requested scope of work as defined by the Owner representative(s).
- Proposal valid for 30 days, unless otherwise directed by CORE Construction.

**Specific Assumptions**
DEMOlITION –
SITE WORK (ROUGH) –
SITE WORK (FINISH) –

Scope:

Concrete & Earthwork Scope

1.0 Demo
1.1 Remove Concrete Sidewalk - 687 SF
1.2 Remove Concrete Steps - 2 EA
1.3 Remove Curb and Gutter - 5 LF
1.4 Remove Concrete Mow Strip - 365 LF
1.5 Remove Brick Band - 17 LF
1.6 Remove Retaining Wall - 70 LF
1.7 Remove Trees - 3 EA
1.8 Remove Handrails - 5 LF

2.0 Excavation
2.1 Cut and Fill - 6,210 SF
2.2 Shaping - 6,210 SF
2.3 Grading - 6,210 SF

3.0 Paving
3.1 Concrete Paving 6” - 634 SF
3.2 Concrete Sidewalk - 104 SF
3.3 Concrete BFR - 1 EA
3.4 Concrete Ramp - 853 SF
3.5 Concrete Steps - 1 EA
3.6 Concrete Mow Strip - 55 LF
3.7 Turn down Sidewalk Edge - 95 LF

5.1 Concrete Retaining Wall - 95 LF

6.0 Transformer Pad
6.1 Concrete Pad 10x10 - 100 SF
6.2 Concrete piers 18/5 - 6 EA

Drain Pipe - 70 LF
NDS Catch Basin 24” - 2 EA
NDS Gate 24” - 2 EA

Irrigation

Reroute any present irrigation

Electric & Scope
• Install a 200-amp single phase 240v temporary service pole approx. 60’ from the existing transformer. This temporary power is expected to maintain the gas heat units and minimal lighting or security, or fire alarm loads.
• Relocate the existing transformer, meter socket stand, and transformer feed conduit.
• Intercept (4) existing single phase 240v services and run PVC conduit to the new transformer location.
• Existing service equipment at each building will be re-used.
• Intercept the (4) 2” building feeds and route each one to the new transformer location.
• Re-pull wire to each building for termination in the transformer. Scheduled shutdowns will be required to perform this work.
• Run power from the existing panel in the kitchen and install a time clock to control the new exterior lighting.
• Re-feed an underground conduit and junction box that feeds area lighting and outlets via a buried 1” conduit and water-tight connections in the existing junction box.
• Run PVC conduit to the type A and type B lights
• Oncor transformer and meter will be re-used. Equipment to lift and re-set the Oncor transformer will be done by Oncor.
• The existing underground rigid conduit will be changed over to PVC underground.
• Existing buried conduit repairs to rotted buried GRC or EMT conduit are not included and is an unknown variable for this estimate. Existing conduits will be swabbed prior to pulling new conductors.

Handrail Scope

• Approximately 52LF of two-line ramp rail
• Two stair rails with radius on one side
• 1.25” schedule 40 pipe
• Core drill to a depth of 4” and set posts in quickset exterior hydraulic cement
• Escutcheon to cover post hole
• One coat of rust inhibitive primer
• One coat of rust inhibitive paint (color TBD)

Specific Exclusions

• Hazardous Material Abatement
• Costs associated with Material Testing and/or Special Inspections
• Costs associated with General Building Inspections
• Signage (by Owner)
• Taxes
• Permits
New Redeveloped Ramp
New Ramp Elevation
Main Building Accesses From New Ramp
Project will address the noncompliant steep stairs and the ADA Access Requirements to the Main Buildings.