

**RICHARDSON CITY COUNCIL
MONDAY, FEBRUARY 12, 2018
WORK SESSION AT 6:00 PM; COUNCIL MEETING AT 7:00 PM
CIVIC CENTER/CITY HALL, 411 W. ARAPAHO, RICHARDSON, TX**

The Richardson City Council will conduct a Work Session at 6:00 p.m. on Monday, February 12, 2018 in the Richardson Room of the Civic Center, 411 W. Arapaho Road, Richardson, Texas. The Work Session will be followed by a Council Meeting at 7:00 p.m. in the Council Chambers. Council will reconvene the Work Session following the Council Meeting if necessary.

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**

A. REVIEW AND DISCUSS ITEMS LISTED ON THE CITY COUNCIL MEETING AGENDA

The City Council will have an opportunity to preview items listed on the Council Meeting agenda for action and discuss with City Staff.

B. REVIEW AND DISCUSS THE 2016-2017 COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) PRESENTATION

C. REVIEW AND DISCUSS THE OVER 65 AND DISABLED PERSON EXEMPTION

D. REVIEW AND DISCUSS THE 2017-2018 FIRST QUARTER FINANCIAL REPORT

E. 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 Council 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.

COUNCIL MEETING – 7:00 PM, COUNCIL CHAMBERS

1. INVOCATION AND MOMENT OF SILENCE IN MEMORY OF OFFICER DAVID SHERRARD – CHAPLAIN LARRY LOWE

2. PLEDGE OF ALLEGIANCE: U.S. AND TEXAS FLAGS – POLICE CHIEF JIM SPIVEY

3. MINUTES OF THE JANUARY 22, 2018, JANUARY 22, 2018 (BOARDS & COMMISSIONS), AND FEBRUARY 5, 2018 MEETINGS

4. 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.

5. CONSIDER APPOINTMENTS AND REAPPOINTMENTS TO THE ANIMAL SERVICES ADVISORY COMMISSION, CULTURAL ARTS COMMISSION, LIBRARY BOARD, PARKS AND RECREATION COMMISSION, SIGN CONTROL BOARD, AND THE ZONING BOARD OF ADJUSTMENT/BUILDING AND STANDARDS COMMISSION.

ACTION ITEM:

6. RECEIVE THE FEBRUARY 7, 2018 SIGN CONTROL BOARD MINUTES AND CONSIDER FINAL APPROVAL OF SCB CASE #18-01, BERKNER HIGH SCHOOL.

7. CONSENT AGENDA:

All items listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be removed from the Consent Agenda and discussed separately.

- A. CONSIDER ADOPTION OF ORDINANCE NO. 4241, ADOPTING SUPPLEMENT NO. 26 TO THE CODE OF ORDINANCES, ADOPTED ON OCTOBER 16, 1992.
- B. CONSIDER RESOLUTION NO. 18-04, APPROVING AND AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION
- C. CONSIDER AWARD OF BID #38-18 – WE REQUEST AUTHORIZATION TO ISSUE PURCHASE ORDERS TO SHI GOVERNMENT SOLUTIONS, INC. FOR MICROSOFT OFFICE 365 THROUGH THE STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES ("DIR") CONTRACT #DIR-SDD-2503 IN THE AMOUNT OF \$300,000 AND TO PLANET TECHNOLOGIES, INC. FOR MIGRATION, TRAINING, AND SUPPORT SERVICES THROUGH THE GENERAL SERVICES ADMINISTRATION ("GSA") SCHEDULE 70 CONTRACT #GS-35F-0360J IN THE AMOUNT OF \$200,000 FOR AN ESTIMATED TOTAL AMOUNT OF \$500,000.
- D. CONSIDER AWARD OF THE FOLLOWING REQUEST FOR QUALIFICATIONS:
 1. RFQ #2017-3 – WE RECOMMEND THE AWARD TO ENTECH SALES AND SERVICE, INC., FOR THE SECURITY SYSTEMS FOR CITY-WIDE FACILITIES UPGRADE PROJECTS IN THE ESTIMATED AMOUNT OF \$111,505.
 2. RFQ #2017-4 – WE RECOMMEND THE AWARD TO CLIMATEC, LLC, FOR DIRECT DIGITAL CONTROLS FOR CITY-WIDE FACILITIES UPGRADE PROJECTS IN THE ESTIMATED AMOUNT OF \$416,380.

EXECUTIVE SESSION

In compliance with Section 551.071 (1) and (2) of the Texas Government Code, Council will convene into a closed session to discuss the following:

- Consultation with City Attorney
 - Briefing Update Regarding Pending Litigation: City of Richardson v. Oncor Electric Delivery Service

RECONVENE INTO REGULAR SESSION

Council will reconvene into open session, and take action, if any, on matters discussed in Executive Session.

- **ADJOURN**

I CERTIFY THE ABOVE AGENDA WAS POSTED ON THE BULLETIN BOARD AT THE CIVIC CENTER/CITY HALL ON FRIDAY, FEBRUARY 9, 2018, 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 TAYLOR LOUGH, ADA COORDINATOR, VIA PHONE AT 972 744-4208, 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 of Richardson
City Council Worksession
Agenda Item Summary



Worksession Meeting Date: Monday, February 12, 2018

Agenda Item: 2016-2017 Comprehensive Annual Financial Report (CAFR) Presentation

Staff Resource: Keith Dagen, Director of Finance

Summary: The City's Independent Auditor Crowe Horwath will be present to provide a report on the 2016-2017 external audit and present the Comprehensive Annual Financial Report (CAFR).

City Council Strategic Goals: The agenda helps further the following City Council Strategic Goals:

- Effective and efficient management of city finances

Background Information: The City Charter requires an annual independent audit of the accounts of the City. The CAFR is prepared in accordance with applicable accounting standards and shows the results of this audit.

Financial Implications: A "clean" unmodified audit opinion ensures that the financial statements of the City may be relied upon by the City Council, citizens of Richardson and third party investors.



City of Richardson
City Council Worksession
Agenda Item Summary



Worksession Meeting Date:	Monday, February 12, 2018
Agenda Item:	Review and Discuss the Over 65 and disabled person exemption
Staff Resource:	Keith Dagen, Director of Finance
Summary:	Staff will provide an overview of the current Over 65 and disabled person exemption
City Council Strategic Goals:	The agenda helps further the following City Council Strategic Goals: <ul style="list-style-type: none">• Enhance the quality of life of our stakeholders• Strengthen property values• Effective and efficient management of city finances
Background Information:	The City's Financial Policies provide that each year during the budget process the City Council will review the exemption for those people who are over 65 and/or disabled with a goal to maintain a tax benefit of approximately 30% of the average home value. The current exemption amount is \$80,000.
Financial Implications:	Any increase in the exemption amount would have an incremental cost to the City by reducing property tax revenues. Estimates indicate that any incremental cost would be fully offset by increased property valuations.



City of Richardson
City Council Worksession
Agenda Item Summary



- Worksession Meeting Date:** Monday, February 12, 2018
- Agenda Item:** Review and Discuss the 2017-2018 First Quarter Financial Report
- Staff Resource:** Gary Beane, Budget Officer
- Summary:** City Staff will report on the first quarter financial activities across the five major operating funds.
- City Council Strategic Goals:** The agenda help further the following City Council Strategic Goals:
- Effective and efficient management of City finances
- Background Information:** The First Quarter Financial report will detail revenue and expenditure performance from October 1, 2017 through December 31, 2017 for the five major operating funds which includes the General Fund, Water and Sewer Fund, Solid Waste Services Fund, Golf Fund and Hotel Motel Tax Fund.
- Financial Implications:** City staff will continue to monitor all revenues and expenditures and will provide quarterly updates to the City Council on the five major operating funds.

**MINUTES
RICHARDSON CITY COUNCIL
WORK SESSION AND MEETING
JANUARY 22, 2018**

5:50 p.m. – Depart Civic Center/City Hall to RISD Administration Bldg., 400 S. Greenville Ave., Richardson, TX 75081

- **PRESENTATION OF PROCLAMATION FOR RISD SCHOOL BOARD RECOGNITION MONTH**

6:20 p.m. – Return to Civic Center/City Hall

- **Call to Order**

Mayor Voelker called the meeting to order at 6:30 p.m. with the following Council members present:

Paul Voelker	Mayor
Mark Solomon	Mayor Pro Tem
Bob Dubey	Councilmember
Scott Dunn	Councilmember
Mabel Simpson	Councilmember
Marta Gómez Frey	Councilmember
Steve Mitchell	Councilmember

The following staff members were also present:

Dan Johnson	City Manager
Don Magner	First Assistant City Manager
Kent Pfeil	Chief Financial Officer
Cliff Miller	Assistant City Manager Development Services
Shanna Sims-Bradish	Assistant City Manager Admin/Leisure Services
Aimee Nemer	City Secretary
Taylor Lough	Assistant to the City Manager
Keith Dagen	Director of Finance

Also attending:

Gary Slagel, DART Board Representative

WORK SESSION – 6:30 PM, RICHARDSON ROOM

A. REVIEW AND DISCUSS ITEMS LISTED ON THE CITY COUNCIL MEETING AGENDA

B. REVIEW AND DISCUSS THE DALLAS AREA RAPID TRANSIT'S (DART) SERVICE PLAN AMENDMENT RESOLUTION

Cliff Miller, Assistant City Manager, reviewed this item for Council. He explained that the resolution is a legislative requirement and states that the City supports DART's service plan amendment to add a fixed guideway route on the CityLine Alignment within the City of Richardson. He stated that the resolution also includes the City's input on stations, grade

separations, and other related infrastructure. Mr. Miller told Council that DART will vote on the Service Plan Amendment in June.

Gary Slagel, DART Board Representative, thanked the City for their work and support of the Cotton Belt Corridor.

C. REVIEW AND DISCUSS THE SALE OF 2018 GENERAL OBLIGATION BONDS AND CERTIFICATES OF OBLIGATION, SERIES 2018

Keith Dagen, Director of Finance, reviewed the Debt Issuance Plan for Series 2018 for a total amount of \$75,920,000.

D. REPORT ON ITEMS OF COMMUNITY INTEREST

Councilmember Dubey reported on presenting a proclamation to the Plano Independent School District Board in recognition of School Board Appreciation Month.

COUNCIL MEETING – 7:00 PM, COUNCIL CHAMBERS

- 1. INVOCATION – STEVE MITCHELL**
- 2. PLEDGE OF ALLEGIANCE: U.S. AND TEXAS FLAGS – STEVE MITCHELL**
- 3. MINUTES OF THE DECEMBER 11, 2017 AND JANUARY 8, 2018 MEETINGS**

Council Action

Mayor Pro Tem Solomon moved to approve the Minutes as presented. Councilmember Frey seconded the motion. A vote was taken and passed, 7-0.

4. VISITORS

Mr. Richard Strecker, 2809 Foxcreek Drive, addressed Council regarding development; specifically, Amazon HQ2, North Texas Municipal Water District sewer lines at Routh Creek Parkway, and remediation from the contractor regarding the replanting of trees.

Mr. Scott Renshaw, 2220 Whitney Lane, McKinney, addressed Council regarding Bid # 10-18. He expressed concerns that his company's bid was a 50% lower hourly rate than the winning bid and he asked for a legal review of the bid ratings and removal of the transportation clause.

ACTION ITEM:

- 5. CONSIDER RESOLUTION NO. 18-01, SUPPORTING A DALLAS AREA RAPID TRANSIT (DART) SERVICE PLAN AMENDMENT TO ADD A FIXED GUIDEWAY ROUTE IN CITYLINE ALIGNMENT ON THE PROPOSED COTTON BELT REGIONAL RAIL CORRIDOR.**

Council Action

Councilmember Mitchell moved to approve the resolution as presented. Councilmember Frey seconded the motion. A vote was taken and passed, 7-0.

6. CONSENT AGENDA:

A. CONSIDER THE FOLLOWING RESOLUTIONS:

- 1. RESOLUTION NO. 18-02, AUTHORIZING GRANT OF AN UNDERGROUND EASEMENT AND RIGHT OF WAY FOR ELECTRIC SERVICES TO ONCOR ELECTRIC DELIVERY COMPANY, LLC, ACROSS A 0.50± ACRE TRACT OUT OF THE JOHN U. VANCE SURVEY, ABST. NO. 942, CITY OF RICHARDSON, COLLIN COUNTY, TEXAS.**
- 2. RESOLUTION NO. 18-03, APPROVING THE TERMS AND CONDITIONS OF A PROJECT SPECIFIC AGREEMENT TO THE MASTER ROAD & BRIDGE INTERLOCAL MAINTENANCE AGREEMENT REGARDING PLANO ROAD, TYPE "B" PUBLIC ROADWAY, BY AND BETWEEN DALLAS COUNTY, TEXAS, AND THE CITY OF RICHARDSON, TEXAS, AND AUTHORIZING ITS EXECUTION BY THE MAYOR.**

B. CONSIDER AWARD OF THE FOLLOWING BIDS:

- 1. BID #01-18 – WE RECOMMEND THE AWARD TO HQS CONSTRUCTION, LLC. FOR UTD TRAIL EXTENSION PHASE II CONSTRUCTION IN THE AMOUNT OF \$589,688.60.**
- 2. BID #10-18 – WE REQUEST AUTHORIZATION TO ISSUE AN ANNUAL REQUIREMENTS CONTRACT TO FUSION WASTE AND RECYCLING FOR CONTAINER MAINTENANCE PURSUANT TO UNIT PRICES.**
- 3. BID #27-18 – WE RECOMMEND THE AWARD TO KIK UNDERGROUND, LLC. FOR OCEAN AND MARIANA DRIVE WATER SYSTEM & DRAINAGE IMPROVEMENTS IN THE AMOUNT OF \$310,850.**
- 4. BID #31-18 – WE REQUEST AUTHORIZATION TO ISSUE A PURCHASE ORDER TO CORE & MAIN LP FOR THE PURCHASE OF LARGE WATER VALVES IN THE AMOUNT OF \$73,157.**
- 5. BID #36-18 – WE RECOMMEND THE AWARD TO TRI-LAM ROOFING AND WATERPROOFING FOR THE COOPERATIVE PURCHASE OF ROOF REPLACEMENT AT SHERRILL PARK GOLF PRO SHOP, PAVILION AND CANYON CREEK POOL THROUGH THE REGION VIII EDUCATION SERVICE CENTER'S COOPERATIVE PURCHASING PROGRAM, THE INTERLOCAL PURCHASING SYSTEM ("TIPS") ON CONTRACT #2092415 IN THE AMOUNT OF \$100,385.**

C. AUTHORIZE THE CITY MANAGER TO EXECUTE CHANGE ORDER NO. 3 TO INCREASE PURCHASE ORDER NO. 161264 TO ESTRADA CONCRETE COMPANY, LLC FOR THE REBID OF RICHARDSON PEDESTRIAN ROUTE

IMPROVEMENTS PROJECT BY \$150,000 FOR A TOTAL AMOUNT OF \$970,058.50.

Council Action

Item 6B2 was removed from the Consent Agenda for further discussion and individual consideration.

Mayor Pro Tem Solomon moved to approve the Consent Agenda with the exception of Item 6B2. Councilmember Mitchell seconded the motion. A vote was taken and passed, 7-0.

Item 6B2

Council discussed the differences in bids, contract options, and the bid process. Councilmember Dubey moved to approve the recommended bid with the condition that the contract would be reevaluated after one year and brought back to Council before the contract is renewed. Councilmember Frey seconded the motion. A vote was taken and passed, 7-0.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:46 p.m.

MAYOR

ATTEST:

CITY SECRETARY

MINUTES
RICHARDSON CITY COUNCIL
WORK SESSION MEETING
JANUARY 22, 2018

- **Call to Order**

Mayor Voelker called the meeting to order at 7:58 p.m. with the following Council members present:

Paul Voelker	Mayor
Mark Solomon	Mayor Pro Tem
Bob Dubey	Councilmember
Scott Dunn	Councilmember
Mabel Simpson	Councilmember
Marta Gómez Frey	Councilmember
Steve Mitchell	Councilmember

The following staff members were also present:

Dan Johnson	City Manager
Don Magner	First Assistant City Manager
Aimee Nemer	City Secretary

WORK SESSION – IMMEDIATELY FOLLOWING THE 7:00 PM COUNCIL MEETING, CMO LARGE CONFERENCE ROOM

A. VISITORS

There were no visitors comments submitted.

B. REVIEW AND DISCUSS APPOINTMENTS/REAPPOINTMENTS TO THE LIBRARY BOARD, CULTURAL ARTS COMMISSION, ANIMAL SERVICES ADVISORY COMMISSION, PARKS AND RECREATION COMMISSION, AND THE SIGN CONTROL BOARD.

Council discussed appointments and reappointments to the above mentioned boards.

The Executive Session was not held.

EXECUTIVE SESSION

In compliance with Section 551.074 of the Texas Government Code, Council will convene into a closed session to discuss the following:

- Deliberation Regarding Personnel Matters
 - Review and Discuss Appointments/Reappointments to the Zoning Board of Adjustment/Building and Standards Commission

RECONVENE INTO REGULAR SESSION

Council will reconvene into open session, and take action, if any, on matters discussed in Executive Session.

ADJOURNMENT

With no further business, the meeting was adjourned at 8:56 p.m.

MAYOR

ATTEST:

CITY SECRETARY

MINUTES
RICHARDSON CITY COUNCIL
WORK SESSION AND MEETING
FEBRUARY 5, 2018

• **Call to Order**

Mayor Voelker called the meeting to order at 6:00 p.m. with the following Council members present:

Paul Voelker	Mayor
Scott Dunn	Councilmember
Mabel Simpson	Councilmember
Marta Gómez Frey	Councilmember
Steve Mitchell	Councilmember

Absent:

Mark Solomon	Mayor Pro Tem
Bob Dubey	Councilmember

The following staff members were also present:

Dan Johnson	City Manager
Don Magner	First Assistant City Manager
Kent Pfeil	Chief Financial Officer
Cliff Miller	Assistant City Manager Development Services
Shanna Sims-Bradish	Assistant City Manager Admin/Leisure Services
Aimee Nemer	City Secretary
Taylor Lough	Assistant to the City Manager
Jim Spivey	Chief of Police
Susan Allison	Director of Library Services
Janet Vance	Assistant Director of Library Services
Greg Sowell	Director of Communications
Dan Steege	Chief Information Officer
Ed Snavelly	Web Master

WORK SESSION – 6:00 PM, RICHARDSON ROOM

A. VISITORS

There were no visitors comments submitted.

B. REVIEW AND DISCUSS THE POLICE DEPARTMENT 2017 YEAR END REVIEW

Chief Spivey reviewed the 2017 Police Department report covering the following categories:

- Crime and Arrest Statistics
- Crime Watch Patrol
- Neighborhood Police Officer Program
- Video Crime Watch Program
- Volunteers in Police
- Business Crime
- National Night Out Activities
- Explorer Program
- Citizens Police Academy
- Corporate Sponsorships
- Hurricane Harvey Relief
- Future Public Safety Campus

C. REVIEW AND DISCUSS THE RICHARDSON PUBLIC LIBRARY STRATEGIC PLAN 2018 – 2023

Susan Allison, Director of Library Services, reviewed the strategic plan covering the following:

- Accomplishments since 2012
- Planning Process
- Survey Results
- Strategic Priorities

D. REVIEW AND DISCUSS THE UPDATED COR.NET

Greg Sowell, Director of Communications, reviewed the updated City website including the following:

- History of site
- Design
 - Goals
 - Consultant
 - Research
 - Results
- Updated Logo
- Community Outreach

E. ACTION ITEM:

CONSIDER AUTHORIZING THE CITY MANAGER TO NEGOTIATE AND EXECUTE ON BEHALF OF THE CITY OF RICHARDSON, TEXAS, CONTRACTS FOR THE ACQUISITION AND USE OF REAL PROPERTY FOR THE PURPOSE OF DEVELOPING FIRE STATION #3 AND OTHER PUBLIC PURPOSES AND THE SALE OF THE CURRENT FIRE STATION #3 PROPERTY.

Council Action

Councilmember Simpson moved to approve this item as presented. Councilmember Dunn seconded the motion. A vote was taken and passed, 5-0 with Mayor Pro Tem Solomon and Councilmember Dubey absent.

F. REPORT ON ITEMS OF COMMUNITY INTEREST

Councilmember Frey reported on the groundbreaking of the new construction beginning at the Methodist Richardson Medical Center on January 25th.

Councilmember Mitchell gave an update from the Regional Transportation Council regarding the Regional Traffic Signal Retiming Program and Minor Improvement Program, in which Richardson has been identified to have 120 intersections reviewed. He also reported on the joint meeting with the Dallas Regional Mobility Coalition and the Tarrant Regional Transportation Coalition. Councilmember Mitchell also noted Janet DePuy's retirement from the Heights Park Neighborhood Association Board.

Mayor Voelker reported on the 29th annual community lunch hosted by St. Paul the Apostle Catholic School. He also reported that the State of the City is on the City's website. Mayor Voelker also noted the Richardson YMCA annual campaign kick-off.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:38 p.m.

MAYOR

ATTEST:

CITY SECRETARY

**CITY OF RICHARDSON
SIGN CONTROL BOARD MINUTES – FEBRUARY 7, 2018**

Mr. Izard called a regular meeting of the Sign Control Board to order at 6:30 p.m. on Wednesday, February 7, 2018, at the Civic Center Council Chamber, 411 W. Arapaho Road, Richardson, Texas.

MEMBERS PRESENT: CHIP IZARD, CHAIR
 CHARLES WARNER, MEMBER
 ALICIA MARSHALL, MEMBER
 SCOTT PETTY, MEMBER
 SEBRENA BOHNSACK, ALTERNATE

MEMBERS ABSENT: MUHAMMAD Z. IKRAM, VICE CHAIR
 ART WATERMAN, ALTERNATE

CITY STAFF PRESENT: STEPHANIE JACKSON, BUILDING INSPECTION MGR.
 RICARDO ROCHA, BUILDING INSPECTOR

Chip Izard stated there is a quorum present.

Ms. Marshall made a motion to approve the minutes of the August 9, 2017 meeting. The motion was seconded by Mr. Warner and it carried unanimously.

PUBLIC HEARING FOR SIGN CONTROL BOARD CASE #18-01 TO CONSIDER THE REQUEST OF BERKNER HIGH SCHOOL FOR A VARIANCE TO THE CITY OF RICHARDSON CODE OF ORDINANCES, CHAPTER 18, ARTICLE III, SECTION 18-96(7)(C) TO ALLOW FOR AN ADDITIONAL MONUMENT SIGN ON THE PROPERTY LOCATED AT 1600 E. SPRING VALLEY RD.; AND TAKE APPROPRIATE ACTION

Mr. Izard opened the Public Hearing and Ms. Jackson introduced the request of Berkner High School for a variance to the City of Richardson Code of Ordinances, Chapter 18, Article III, Section 18-96(7)(C) to allow for an additional monument sign at Berkner High School, in a residential zoned district on the property at 1600 E Spring Valley Rd. A power point presentation was shown for review.

Mr. Izard asked if an applicant or representative of Berkner High School would like to speak on their behalf.

Ms. Sandra Hayes, 1600 E Spring Valley Rd, Richardson, TX 75081, the Assistant Superintendent of RISD, stated that the current monument sign cannot be seen westbound on Spring Valley Rd. and can only be seen eastbound when turning into the campus. Signs at other RISD schools, such as Richardson High School and JJ Pearce, can be seen from their primary roadway.

Mr. Jesusito Giron, 1600 E Spring Valley Rd, Richardson, TX 75081, stated school staff met with parents and the community and they all agreed that their monument sign was difficult to read at the current location, and it would be beneficial to them if they had one that was two sided and closer to Spring Valley Rd.

Ms. Sandra Marshall asked when their current sign was installed, and Mr. Giron answered August 2017.

Ms. Marshall asked if the information on the new sign would be concurrent with the existing sign, and Mr. Giron answered yes.

Mr. Izard asked if the parents were asked for their feedback concerning this issue. Mr. Giron responded yes and there were complaints that the sign is only visible when you drive onto the campus. Many parents have to drive back around the school to view the information on the sign.

Ms. Marshall asked how often the digital display changes, and Mr. Giron said he does not know exactly, only that it is within the city code.

Ms. Marshall asked if their pole sign was still there, and Mr. Giron answered that it had been removed during the remodel last year.

Mr. Petty asked if there is a reason why the current monument sign cannot be moved to the location proposed for the second sign.

Mike Lyssy, 2218 Bryan St, Dallas, Tx 75201, lead architect on the project, informed the Board that it was not cost effective, and would be cheaper to install a new sign than to move the old one.

Mr. Izard closed the public hearing and asked for a motion to approve SCB Case #18-01.

Mr. Warner moved to approve SCB Case #18-01. Ms. Bohnsack seconded the motion and it passed 3-2. Chip Izard, Charles Warner and Sebrena Bohnsack in favor of the motion and Alicia Marshall and Scott Petty in opposition.

Ms. Bohnsack moved to adjourn the hearing. Mr. Petty seconded the motion and it carried unanimously.

There being no other business before the Board, the meeting was adjourned at 6:42 p.m. by Mr. Izard.

Chip Izard, Chair

ORDINANCE NO. 4241

AN ORDINANCE OF THE CITY OF RICHARDSON, TEXAS, ADOPTING SUPPLEMENT NO. 26 TO THE CODE OF ORDINANCES; PROVIDING FOR THE PRINTING THEREOF AND AUTHENTICATION BY THE MAYOR; PROVIDING FOR REPEAL OF CERTAIN ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A PENALTY OF FINE NOT TO EXCEED THE SUM OF FIVE HUNDRED DOLLARS (\$500.00) FOR EACH OFFENSE, EXCEPT WHERE A DIFFERENT PENALTY HAS BEEN ESTABLISHED BY STATE LAW FOR SUCH OFFENSE, IN WHICH CASE THE PENALTY SHALL BE THAT FIXED BY STATE LAW, AND FOR ANY OFFENSE WHICH IS A VIOLATION OF ANY PROVISION THAT GOVERNS FIRE SAFETY, ZONING, PUBLIC HEALTH AND SANITATION OR DUMPING REFUSE, THE PENALTY SHALL BE A FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000.00) FOR EACH OFFENSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Richardson, Texas, adopted a new Code of Ordinances for the City of Richardson by Ordinance No. 2912-A on October 16, 1992; and

WHEREAS, the City Council has enacted additional ordinances amending the Code of Ordinances; and

WHEREAS, it is necessary to supplement the Code of Ordinances to include those amendments within the body of the Code; **NOW, THEREFORE**,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS:

SECTION 1. That Supplement No. 26 to the Code of Ordinances of the City of Richardson, heretofore enacted by Ordinance No. 2912-A, be, and the same is hereby, adopted and shall hereafter constitute a Supplement to the Code of Ordinances.

SECTION 2. That said Code, as supplemented, shall be admitted in evidence without further proof, and the City Secretary shall record this Supplement adopted as amendments to said Code in the ordinance records of the City, and thereafter such Code, as amended and supplemented, shall serve as a record of the ordinances so codified, and it shall not be necessary in establishing the content of any particular ordinance so codified to go beyond said record.

SECTION 3. It is the intention of the City Council to make this Supplement and the amendments incorporated within it as part of the Code of Ordinances when printed or reprinted in page form, distributed to and incorporated within the original Code of Ordinance books distributed by the City Secretary. A copy of such Code, as supplemented, hereby shall be available for all persons desiring to examine the same in the office of the City Secretary during regular business hours. Ordinances passed subsequent to the enactment of this Supplement shall be added to the body of the Code of Ordinances and incorporated within it by reference so that reference to the Code of Ordinances of the City of Richardson shall be understood and intended to include such additions and amendments.

SECTION 4. Whenever in the Code of Ordinances an act is prohibited or is made or declared to be unlawful or an offense or a misdemeanor, or whenever in such Code the doing of any act is required or the failure to do any act is declared to be unlawful, the violation of such provision of the Code by any person, firm or corporation shall be deemed to be a misdemeanor and, upon conviction in the Municipal Court of the City of Richardson, such person, firm or corporation shall be punished by a penalty of fine not to exceed the sum of Five Hundred Dollars (\$500.00) for each offense, except where a different penalty has been established by state law for such offense, in which case the penalty shall be that fixed by state law, and for any offense which is a violation of any provision that governs fire safety, zoning, public health and sanitation or dumping refuse, the penalty shall be a fine not to exceed the sum of Two Thousand Dollars (\$2,000.00) for each offense, and each and every day such offense is continued shall constitute a new and separate offense.

SECTION 5. That all provisions of the ordinances of the City of Richardson in conflict with the provisions of this Ordinance be, and the same are hereby, repealed, and all other

provisions of the ordinances of the City of Richardson not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 6. That should any sentence, paragraph, subdivision, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof other than the part thereof decided to be unconstitutional, illegal or invalid.

SECTION 7. That this Ordinance shall take effect immediately from and after its passage, as the law and Charter in such case provide.

DULY PASSED by the City Council of the City of Richardson, Texas, on the ____ day of February, 2018.

APPROVED:

MAYOR

CORRECTLY ENROLLED:

CITY SECRETARY

RESOLUTION NO. 18-04

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RICHARDSON, TEXAS, APPROVING AND AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Richardson, Texas (the “City”), has determined that certificates of obligation should be issued under and pursuant to the provisions of Texas Local Government Code, Subchapter C of Chapter 271, as amended, for the purpose of paying contractual obligations to be incurred for (1) constructing, improving, renovating, expanding and equipping parks and recreation facilities, police and fire-fighting facilities, golf facilities, the library and municipal public buildings and the acquisition of land therefor; (2) acquiring, constructing, improving and maintaining streets, thoroughfares, alleyways and sidewalks within the City including related storm drainage improvements, traffic signalization and signage, traffic management equipment, creek erosion, bridge and culvert improvements and utility relocations and the acquisition of land therefor; (3) improving and extending the City’s water and sewer system; (4) acquiring equipment and vehicles for police, fire, facility services, streets, parks and recreation, municipal library, animal services, the municipal golf course, information technology and solid waste departments and (5) professional services rendered in connection therewith; and

WHEREAS, prior to the issuance of such certificates, the City Council is required to publish notice of its intention to issue the same in a newspaper of general circulation in the City, said notice stating (i) the time and place the City Council tentatively proposes to pass the ordinance authorizing the issuance of the certificates; (ii) the maximum amount proposed to be issued; (iii) the purposes for which the certificates are to be issued; and (iv) the manner in which the City Council proposes to pay the certificates;

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

SECTION 1. That the City Secretary is hereby authorized and directed to cause notice to be published of the City Council’s intention to issue certificates of obligation, in one or more series, in the principal amount not to exceed \$36,000,000 for the purpose of paying contractual obligations to be incurred for (1) constructing, improving, renovating, expanding and equipping parks and recreation facilities, police and fire-fighting facilities, golf facilities, the library and municipal public buildings and the acquisition of land therefor; (2) acquiring, constructing, improving and maintaining streets, thoroughfares, alleyways and sidewalks within the City including related storm drainage improvements, traffic signalization and signage, traffic

management equipment, creek erosion, bridge and culvert improvements and utility relocations and the acquisition of land therefor; (3) improving and extending the City's water and sewer system; (4) acquiring equipment and vehicles for police, fire, facility services, streets, parks and recreation, municipal library, animal services, the municipal golf course, information technology and solid waste departments; and (5) professional services rendered in connection therewith. The notice hereby approved and authorized to be published shall read substantially in the form and content of Exhibit "A" hereto attached and incorporated herein by reference as a part of this Resolution for all purposes.

SECTION 2. That the City Secretary shall cause the aforesaid notice to be published in a newspaper of general circulation in the City, once a week for two consecutive weeks, the date of the first publication to be at least thirty-one (31) days prior to the date stated therein for the passage of the ordinance authorizing the issuance of the certificates of obligation.

SECTION 3. That it is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Texas Government Code, Chapter 551, as amended.

SECTION 4. That this Resolution shall become effective immediately from and after its passage.

[remainder of page intentionally left blank]

DULY RESOLVED AND ADOPTED by the City Council of the City of Richardson,
Texas, on this the 12th day of February, 2018.

CITY OF RICHARDSON, TEXAS

MAYOR

ATTEST:

CITY SECRETARY

APPROVED AS TO FORM:

PETER G. SMITH, CITY ATTORNEY

EXHIBIT A

NOTICE OF INTENTION TO ISSUE CITY OF RICHARDSON, TEXAS CERTIFICATES OF OBLIGATION SERIES 2017

TAKE NOTICE that the City Council of the City of Richardson, Texas, shall convene at 6:00 p.m. on the 26th day of March, 2018, at 411 W. Arapaho Road, Richardson, Texas, and, during such meeting, the City Council will consider the passage of an ordinance authorizing the issuance of certificates of obligation in one or more series in an amount not to exceed THIRTY-SIX MILLION DOLLARS (\$36,000,000) for the purpose of paying contractual obligations to be incurred for (1) constructing, improving, renovating, expanding and equipping parks and recreation facilities, police and fire-fighting facilities, golf facilities, the library and municipal public buildings and the acquisition of land therefor; (2) acquiring, constructing, improving and maintaining streets, thoroughfares, alleyways and sidewalks within the City including related storm drainage improvements, traffic signalization and signage, traffic management equipment, creek erosion, bridge and culvert improvements and utility relocations and the acquisition of land therefor; (3) improving and extending the City's water and sewer system; (4) acquiring equipment and vehicles for police, fire, facility services, streets, parks and recreation, municipal library, animal services, the municipal golf course, information technology and solid waste departments; and (5) professional services rendered in connection therewith; such certificates of obligation to be payable from ad valorem taxes and a lien on and limited pledge of the net revenues of the City's combined Waterworks and Sewer System. The certificates of obligation are to be issued, and this notice is given, under and pursuant to the provisions of Texas Local Government Code, Subchapter C of Chapter 271, as amended.

City Secretary
City of Richardson, Texas



MEMO

DATE: February 6, 2018

TO: Keith Dagen – Director of Finance

FROM: Todd Gastorf – Purchasing Manager *TG*

SUBJECT: Award of Bid #38-18 for the purchase of Microsoft Office 365 to SHI Government Solutions, Inc. (\$300,000) through the State of Texas Department of Information Resources (“DIR”) Contract #DIR-SDD-2503 and migration, training, and support services to Planet Technologies, Inc. (\$200,000) through the General Services Administration (“GSA”) Schedule 70 Contract #GS-35F-0360J for an estimated total amount of \$500,000

Proposed Date of Award: February 12, 2018

I concur with the recommendation of Dan Steege – Chief Information Officer, and request permission to issue purchase orders to the above referenced vendors, as provided in the attached proposals. The initial purchase orders will be for \$217,751.52 to SHI Government Solutions, Inc. and \$130,380 to Planet Technologies, Inc. I also recommend authorization to increase the purchase orders, as needed, up to the not to exceed amounts shown below to accommodate additional license requirements and migration, training, and support services.

<u>Vendor</u>	<u>Description</u>	<u>Not to Exceed Estimate</u>
SHI Government Solutions, Inc.	Microsoft Office 365	\$ 300,000
Planet Technologies, Inc.	Migration, Training, Support	200,000
	Estimated Total Award	\$ 500,000

Microsoft Office 365 will be purchased through SHI Government Solutions, Inc., a contract vendor through the State of Texas Department of Information Resources (“DIR”) cooperative purchasing program, Contract #DIR-SDD-2503. The City of Richardson participates in this program through its existing interlocal agreement for cooperative purchasing pursuant to Texas Government Code Chapter 791.025 and Texas Local Government Code Chapter 271.102.

Migration, training, and support services will be purchased through Planet Technologies, Inc. through Contract #GS-35F-0360J of the General Services Administration (“GSA”) Schedule 70. State and local governments may purchase products awarded under the GSA Federal supply schedules which are used for the purchase of information technology products and

services. Purchases under the Federal supply schedules are authorized under Texas Local Government Code Chapter 271.103.

Funding is available in accounts 011-0540-514-3497 (Microsoft Office 365) and 313-0540-583-3499 (Migration, Training, and Support).

Concur:



Keith Dagen

ATTACHMENTS



MEMO

DATE: February 1, 2018
TO: Todd Gastorf, Purchasing Manager
FROM: Daniel S. Steege, Chief Information Officer *DSS*
SUBJECT: 2018 Purchase of Office 365 and Related Services

The City of Richardson desires to move to the Microsoft Office productivity products available via the Microsoft cloud known as Office 365. We also plan to utilize a third party, Planet Technologies, which has expertise in moving government entities to Office 365. In addition to the migration efforts, we will also be utilizing training and ongoing support from this vendor.

The Microsoft products in scope for this effort include: Azure, Office 2016, Email, OneDrive, Skype, and SharePoint. Additionally, from Planet Technologies, is the Statement of Work for the migration efforts as well as Evolve 365, which are the training and ongoing support components.

It is my recommendation that we move forward with the purchase of the Microsoft Office 365 products as well as the Planet Technologies items. I recommend that the Microsoft purchase be made through SHI Government Solutions utilizing the State of Texas DIR contract (DIR-SDD-2503) at a purchase price of \$217,751.52 with a not to exceed amount of \$300,000 to accommodate additional licenses required. Planet Technologies purchase be handled through GSA Schedule Contract Number GS-35F-0360J at a purchase price of \$130,380.00 with a not to exceed amount of \$200,000 to accommodate additional migration work required.

The funding for this effort will be provided as follows:

Microsoft Office 365
Account Number: 011-0540-514-3497

Planet Technologies
Account Number: 313-0540-583-3499



Pricing Proposal
Quotation #: 14680095
Reference #: M365 E3 + O365 ATP - EA# 50704427
Created On: 1/10/2018
Valid Until: 2/28/2018

CITY OF RICHARDSON

Inside Account Manager

Dan Steege

411 W. Arapaho Road
Richardson, TX 75080-4543
United States
Phone: (972) 744-4041
Fax:
Email: dan.steege@cor.gov

Rich Lettiere

1301 S. Mo-Pac Expressway, Suite 375, Austin TX, 78746
Send PO to: Texas@shi.com
Phone: 800-870-6079
Fax: 512-732-0232
Email: Richard_Lettiere@SHI.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 M365 E3 GCC ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: AAA-11982 Contract Name: Microsoft Contract #: DIR-SDD-2503 Coverage Term: 3/1/2018 – 10/31/2018 Note: Price based on monthly price by 8 months to next anniversary date. Then you will be invoiced for 12 months for the following year along with current EA.	850	\$225.68	\$191,828.00
2 O365ATPGCC ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: 3GU-00001 Contract Name: Microsoft Contract #: DIR-SDD-2503 Coverage Term: 3/1/2018 – 10/31/2018 Note: Price based on monthly price by 8 months to next anniversary date. Then you will be invoiced for 12 months for the following year along with current EA.	850	\$12.88	\$10,948.00
		Total	\$202,776.00

Additional Comments

Service Level Agreements:

- 1. Quotes:** Quote requests will be acknowledged within 4 business hours of each request. Under normal circumstances, quotes will be provided within 24-48 hours of the initial request. If quotes will take longer than this timeframe, status updates will be provided at reasonable intervals.
- 2. Orders:** All valid orders will be processed within 24 hours.
- 3. Contract Documents:** All submissions will be reviewed and responded to within 24 business hours. Actual processing time will vary based on quality and complexity of the submission.

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.



Pricing Proposal
Quotation #: 14798860
Created On: 2/1/2018
Valid Until: 2/28/2018

CITY OF RICHARDSON

Inside Account Manager

Dan Steege

411 W. Arapaho Road
Richardson, TX 75080-4543
United States
Phone: (972) 744-4041
Fax:
Email: dan.steege@cor.gov

Rich Lettiere

1301 S. Mo-Pac Expressway, Suite
375, Austin TX, 78746
Send PO to: Texas@shi.com
Phone: 800-870-6079
Fax: 512-732-0232
Email: Richard_Lettiere@SHI.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 O365GCCF1 ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: 3KS-00001 Contract Name: Microsoft Contract #: DIR-SDD-2503 Coverage Term: 3/1/2018 – 10/31/2018 Note: Price based on monthly price by 8 months to next anniversary date. Then you will be invoiced for 12 months for the following year along with current EA.	200	\$20.96	\$4,192.00
2 ExchOnlnArchGCC ShrdSvr ALNG SubsVL MVL PerUsr Microsoft - Part#: 4ES-00001 Contract Name: Microsoft Contract #: DIR-SDD-2503 Coverage Term: 3/1/2018 – 10/31/2018 Note: Price based on monthly price by 8 months to next anniversary date. Then you will be invoiced for 12 months for the following year along with current EA.	200	\$16.96	\$3,392.00
Total			\$7,584.00

Additional Comments

Service Level Agreements:

- 1. Quotes:** Quote requests will be acknowledged within 4 business hours of each request. Under normal circumstances, quotes will be provided within 24-48 hours of the initial request. If quotes will take longer than this timeframe, status updates will be provided at reasonable intervals.
- 2. Orders:** All valid orders will be processed within 24 hours.
- 3. Contract Documents:** All submissions will be reviewed and responded to within 24 business hours. Actual processing time will vary based on quality and complexity of the submission.

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.



Pricing Proposal
Quotation #: 14798863
Created On: 2/1/2018
Valid Until: 2/28/2018

CITY OF RICHARDSON

Inside Account Manager

Dan Steege

411 W. Arapaho Road
Richardson, TX 75080-4543
United States
Phone: (972) 744-4041
Fax:
Email: dan.steege@cor.gov

Rich Lettiere

1301 S. Mo-Pac Expressway, Suite
375, Austin TX, 78746
Send PO to: Texas@shi.com
Phone: 800-870-6079
Fax: 512-732-0232
Email: Richard_Lettiere@SHI.com

All Prices are in US Dollar (USD)

Product	Qty	Your Price	Total
1 AzureMntryCmmtmntG ShrdSvr ALNG SubsVL MVL Cmmt Microsoft - Part#: J5U-00001 Contract Name: Microsoft Contract #: DIR-SDD-2503 Coverage Term: 3/1/2018 – 10/31/2018 Note: Price based on monthly price by 8 months to next anniversary date. Then you will be invoiced for 12 months for the following year along with current EA.	9	\$821.28	\$7,391.52
		Total	\$7,391.52

Additional Comments

Service Level Agreements:

- 1. Quotes:** Quote requests will be acknowledged within 4 business hours of each request. Under normal circumstances, quotes will be provided within 24-48 hours of the initial request. If quotes will take longer than this timeframe, status updates will be provided at reasonable intervals.
- 2. Orders:** All valid orders will be processed within 24 hours.
- 3. Contract Documents:** All submissions will be reviewed and responded to within 24 business hours. Actual processing time will vary based on quality and complexity of the submission.

The Products offered under this proposal are subject to the SHI Return Policy posted at www.shi.com/returnpolicy, unless there is an existing agreement between SHI and the Customer.

Pricing

Description	Hours	Per Hour Price	Total
Office 365 Architect	120	\$200	\$24,000
Senior Office 365 Engineer	416	\$180	\$74,880
Project Manager	160	\$120	\$19,200
Cloud Strategist	40	\$210	\$8,400
Subtotal			\$126,480
Less Microsoft Investment			\$15,000
Total Purchase Order Required			\$111,480



Evolve 365 Quote

This quote is being prepared for City of Richardson, Texas. The table below provides information on the available options.

Quote Details:

This quote is assuming **850** users.

Evolve 365	
Evolve 365 Basic	Evolve 365 Premium
<ul style="list-style-type: none">• Access to the Knowledge Center• Remote Onboarding/Trusted Advisor	<ul style="list-style-type: none">• Access to the Knowledge Center• Dedicated Trusted Advisor• Live Support End-User Call Center (2,000 min)
Cost: \$10,150 annually	Cost: \$20,600 annually Discounted \$18,900

Available Add-Ons

Onsite Training is available at a cost of \$2,500 per day (travel included). Courses available for training are listed below with expected durations:

- Office 365 Administration - 2 Days
- Office 365 Help Desk & Support - 2 Days
- SharePoint Online Administrator & Power User - 3 Days
- Office 365 End User - 2 hours (3 sessions a day)

Evolve 365 provides multiple options to incorporate your organizations custom training. Our two starter solutions are designed to quickly build a training solution around a singular subject, while our custom training provides a blank slate where we can work with you to build out a customized training roadmap and approach.

Jumpstart Learning Pack - \$4,495 <ul style="list-style-type: none">• Single Subject• 20 Training Clips (aprox 20 min)• 2 Guided Learning Paths	Skills Pack - \$9,750 <ul style="list-style-type: none">• Single Subject• 40 Training Clips (aprox 40 min)• 3 Guided Learning Paths• 2 Skill Tracks
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MEMO

DATE: February 6, 2018

TO: Keith Dagen – Director of Finance

FROM: Todd Gastorf – Purchasing Manager *TG*

SUBJECT: Award of Request for Qualifications (“RFQ”) #2017-3 for Security Systems for City-wide Facilities Upgrade Projects to Entech Sales and Service, Inc. in the estimated amount of \$111,505

Proposed Date of Award: February 12, 2018

I concur with the recommendation of Steve Spanos – Director of Engineering, and request permission to award a contract to Entech Sales and Service, Inc. for security systems for city-wide facilities upgrade projects in the estimated amount of \$111,505.

The selection process involved multiple steps, beginning with a Request for Qualifications (“RFQ”) which was advertised in *The Dallas Morning News* on July 24 & 31, 2017 and posted on Bidsync. A total of 3,119 electronic solicitations were distributed and thirty-nine (39) vendors viewed the RFQ. Eleven (11) qualifications packages were received. Qualifications were evaluated by a selection committee consisting of city staff and consultants from various disciplines.

The top five (5) ranked firms were invited to submit a sealed proposal package and participate in an interview with the selection committee. Four (4) firms submitted a proposal. The proposal package (45% of evaluation criteria) included a fixed cost proposal to perform security system upgrades for City Hall, the Richardson Public Library, and the Eisemann Center, unit pricing for ongoing maintenance and upgrades, response time, and information regarding the firm’s financial stability, safety, and references. The interview (55% of evaluation criteria) included a twenty (20) minute presentation from the firm and a forty (40) minute question and answer session directed by the selection committee. Entech Sales and Service, Inc. was the highest ranked firm.

This selection process was conducted in conjunction with the Public Safety Campus Improvements Project in order to leverage the opportunity for current work to obtain competitive labor rates and lock in pricing for anticipated, future work. The term of the contract is for five (5) years with options to renew for up to three (3) additional one-year periods, if exercised and mutually agreed upon by both parties. Since the city is not obligated to pay for the security system upgrades, payment will be rendered pursuant to the unit prices specified in the proposal by Entech Sales and Service, Inc.

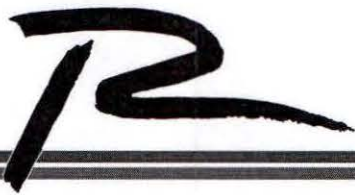
Funding will be contingent upon sufficient funds being appropriated for these projects in future Facilities operating and capital improvements budgets.

Concur:



Keith Dagen

ATTACHMENTS



MEMO

TO: Dan Johnson, City Manager
THROUGH: Cliff Miller, Assistant City Manager 
FROM: Steve Spanos, P.E., Director of Engineering
SUBJECT: Award of RFQ# 2017-3 to Entech Sales and Service, Inc., for the Security Systems for City-wide Facilities Upgrade Projects
DATE: February 12, 2018

ACTION REQUESTED:

Council to consider award of RFQ# 2017-3 to Entech Sales and Service, Inc., for the Security Systems for City-wide Facilities Upgrade Projects for an estimated amount of \$111,505.00.

BACKGROUND INFORMATION:

New security systems are being installed in the Public Safety Campus Improvements Project and it is desirable to upgrade other City Facilities to the new system as future budgets and funding allows. On December 5, 2017, the Purchasing Division received and opened proposals to upgrade the Security Systems at key City Facilities including City Hall, Library and the Eisemann Center and lock in pricing for ongoing maintenance and system upgrades. The selection process involved multiple steps beginning with a Request for Qualifications (RFQ), selecting a group of finalists to send the Request for Proposals (RFP), and awarding the project based on best value criteria. An evaluation committee of City Staff and consultants from various disciplines reviewed each proposal, conducted interviews, and scored each firm in accordance with the evaluation criteria. Entech Sales and Service, Inc. was the highest ranked firm. This initial contract period is effective for five (5) years from the date of award with the option to renew for three (3) additional one-year periods.

The estimated contract amount provides security systems upgrades for City Hall, Library and the Eisemann Center, including ongoing system maintenance and upgrades during the length of the contract. This selection process was performed in conjunction with the Public Safety Campus Improvements Project to leverage the competitive opportunity for current, sizeable work to obtain the best labor rates and discounts available on anticipated, future work.

FUNDING:

Funding will be provided from future Facilities operating and capital improvements budget planning.

cc: Jim Dulac, P.E, Assistant Director of Engineering 



MEMO

DATE: February 6, 2018

TO: Keith Dagen – Director of Finance

FROM: Todd Gastorf – Purchasing Manager *TG*

SUBJECT: Award of Request for Qualifications (“RFQ”) #2017-4 for Direct Digital Controls for City-wide Facilities Upgrade Projects to Climatec, LLC in the estimated amount of \$416,380

Proposed Date of Award: February 12, 2018

I concur with the recommendation of Steve Spanos – Director of Engineering, and request permission to award a contract to Climatec, LLC for direct digital controls for city-wide facilities upgrade projects in the estimated amount of \$416,380.

The selection process involved multiple steps, beginning with a Request for Qualifications (“RFQ”) which was advertised in *The Dallas Morning News* on July 24 & 31, 2017 and posted on Bidsync. A total of 3,306 electronic solicitations were distributed and twenty-two (22) vendors viewed the RFQ. Five (5) qualifications packages were received. Qualifications were evaluated by a selection committee consisting of city staff and consultants from various disciplines.

The top four (4) ranked firms were invited to submit a sealed proposal package, and participate in an interview with the selection committee. All four (4) firms submitted a proposal. The proposal package (45% of evaluation criteria) included a fixed cost proposal to perform direct digital controls upgrades for City Hall, the Richardson Public Library, and the Eisemann Center, unit pricing for ongoing maintenance and upgrades, response time, and information regarding the firm’s financial stability, safety, and references. The interview (55% of evaluation criteria) included a twenty (20) minute presentation from the firm and a forty (40) minute question and answer session directed by the selection committee. Climatec, LLC was the highest ranked firm.

This selection process was conducted in conjunction with the Public Safety Campus Improvements Project in order to leverage the opportunity for current work to obtain competitive labor rates and lock in pricing for anticipated, future work. The term of the contract is for five (5) years with options to renew for up to three (3) additional one-year periods, if exercised and mutually agreed upon by both parties. Since the city is not obligated to pay for the direct digital controls upgrades, payment will be rendered pursuant to the unit prices specified in the proposal by Climatec, LLC.

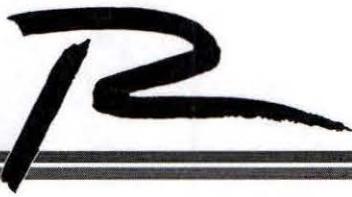
Funding will be contingent upon sufficient funds being appropriated for these projects in future Facilities operating and capital improvements budgets.

Concur:




Keith Dagen

ATTACHMENTS



MEMO

TO: Dan Johnson, City Manager

THROUGH: Cliff Miller, Assistant City Manager 

FROM: Steve Spanos, P.E., Director of Engineering

SUBJECT: Award of RFQ# 2017-4 to Climatec, LLC, for the Direct Digital Controls for City-wide Facilities Upgrade Projects

DATE: February 12, 2018

ACTION REQUESTED:

Council to consider award of RFQ# 2017-4 to Climatec, LLC, for the Direct Digital Controls for City-wide Facilities Upgrade Projects for an estimated amount of \$416,380.00.

BACKGROUND INFORMATION:

New Direct Digital Controls (HVAC) are being installed in the Public Safety Campus Improvements Project and it is desirable to upgrade other City Facilities to the new system as future budgets and funding allows. On December 5, 2017, the Purchasing Division received and opened proposals to upgrade the Direct Digital Controls at key City Facilities including City Hall, Library and the Eisemann Center and lock in pricing for ongoing maintenance and system upgrades. The selection process involved multiple steps beginning with a Request for Qualifications (RFQ), selecting a group of finalists to send the Request for Proposals (RFP), and awarding the project based on best value criteria. An evaluation committee of City Staff and consultants from various disciplines reviewed each proposal, conducted interviews, and scored each firm in accordance with the evaluation criteria. Climatec, LLC was the highest ranked firm. This initial contract period is effective for five (5) years from the date of award with the option to renew for three (3) additional one-year periods.

The estimated contract amount provides digital controls upgrades for City Hall, Library and the Eisemann Center, including ongoing system maintenance and upgrades during the length of the contract. This selection process was performed in conjunction with the Public Safety Campus Improvements Project to leverage the competitive opportunity for current, sizeable work to obtain the best labor rates and discounts available on anticipated future work.

FUNDING:

Funding will be provided from future Facilities operating and capital improvements budget planning.

cc: Jim Dulac, P.E, Assistant Director of Engineering 