

# **Budget, Finance & Audit Committee**

## **Meeting Record- DRAFT**

**Meeting Date:** December 7, 2015      **Convened:** 1:10 pm      **Adjourned:** 2:30 pm

### **Committee Members Present:**

Jennifer S. Gates, Chair	Erik Wilson	Lee M. Kleinman
Philip T. Kingston, Vice-Chair	Rickey D. Callahan	Scott Griggs

### **Committee Members Absent:**

N/A

### **Other Council Members Present:**

Monica R. Alonzo

### **Staff Present:**

Jeanne Chipperfield	Mike Frosch	Dennis Ware	Errick Thompson	Filicia Hernandez
Craig D. Kinton	Barbara McAnich	Jack Ireland	Sue Hounsel	Lance Sehorn
Sheila Delgado	Edward Scott	Zack Kuentz	Margarett Williams	Hector Hernandez
Rick Galceran	Stephanie Cooper	Ade Williams	Jing Xiao	Daisy Fast
Kelly High	Randy Payton	Molly Carroll	Melissa De La Cruz	Elizabeth Pazar
Carolyn Williamson				

### **Others Present:**

N/A

## **AGENDA:**

### **Call to Order**

#### **1. Consideration of the November 2, 2015 Minutes**

Presenter(s):

Information Only:   

Action Taken/Committee Recommendation(s):

A motion was made to approve the November 2, 2015 minutes. Motion passed unanimously.

Motion made by: Philip T. Kingston

Motion seconded by: Rickey D. Callahan

#### **3. Beverage and Snack Vending**

Presenter(s): Errick Thompson, Director, Equipment and Building Services

Michael Frosch, Director, Business Development and Procurement Services

Information Only:   X  

Action Taken/Committee Recommendation(s):

Councilmember Griggs requested information comparing the composition of healthy options in the vending machines to the criteria to be included in the Request for Proposals (RFP). Committee members supported the RFP recommendations as presented and Councilmember Griggs supported including an option in the RFP to negotiate beverage purchase prices for all City departments.

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### **2. Ad Valorem Tax Overview**

Presenter(s): Jack Ireland, Director, Office of Financial Services

Information Only:

Action Taken/Committee Recommendation(s):

Committee members requested information on Dallas Water Utilities' contribution to the General Fund.

### **UPCOMING AGENDA ITEMS:**

#### **December 9, 2015 City Council Meeting**

- A. Agenda Item #7: Authorize a one-year master agreement for the purchase of (1) one hundred fleet vehicles and equipment - Total not to exceed \$21,263,314 - Financing: Current Funds (\$2,377,502), Water Utilities Current Funds (\$2,208,971), Municipal Lease Agreement Funds (\$15,180,959), 2003 Equipment Acquisition Contractual Obligation Notes (\$5,924), 2004 Equipment Acquisition Contractual Obligation Notes (\$30,771), 2005 Equipment Acquisition Contractual Obligation Notes (\$24,604), 2006 Equipment Acquisition Contractual Obligation Notes (\$679), 2007 Equipment Acquisition Contractual Obligation Notes (\$636,684), 2008 Equipment Acquisition Contractual Obligation Notes (\$7,557), 2010 Equipment Acquisition Contractual Obligation Notes (\$789,663)**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- B. Agenda Item #8: Authorize a two-year master agreement for furniture, floor covering and related support services with Haworth, Inc., Herman Miller, Inc., Knoll, Inc., Virco, Inc., National Office Furniture, Peter Pepper Products, Inc., Hon Office Furniture, Mohawk Industries, Milliken & Company, Shaw Industries, Interface, Spacesaver, Texas Correctional Industries and their associated distributors through the U.S. Communities Government Purchasing Alliance, Texas Multiple Award Schedules and Texas Department of Criminal Justice, Texas Correctional Industries - Not to exceed \$4,476,735 - Financing: Current Funds (\$2,219,237), Convention and Event Services Capital Construction Funds (\$1,200,000), 2006 Bond Funds (\$457,499), Central Library Gift and Donation Funds (\$307,499), Water Utilities Current Funds (\$164,500), Building Inspection Current Funds (\$98,000) and Texas Department of State Health Services Grant Funds (\$30,000)**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

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- C. Agenda Item #9: Authorize a two-year master agreement for hot mix asphalt and cold patch materials - Austin Asphalt, LP in the amount of \$9,345,133, Unique Paving Materials in the amount of \$939,240 and APAC-Texas, Inc. in the amount of \$92,500, lowest responsible bidders of five - Total not to exceed \$10,376,873 - Financing: Current Funds (\$10,346,115), Water Utilities Current Funds (\$19,000) and Aviation Current Funds (\$11,758)**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- D. Agenda Item #10: Authorize a three-year master agreement for cement treated base, rebase, and super slurry - Martin Marietta Materials, LTD, lowest responsible bidder of two - Not to exceed \$3,434,634 - Financing: Current Funds (\$3,415,734) and Water Utilities Current Funds (\$18,900)**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- E. Agenda Item #11: Authorize a three-year master agreement for the purchase of water meters, detector check valves and parts - Mueller Systems, LLC in the amount of \$8,036,109, Itron, Inc. in the amount of \$6,418,201, Neptune Technology Group, Inc. in the amount of \$5,525,809, National Meter & Automation, Inc. in the amount of \$370,884, HD Supply Waterworks, LTD in the amount of \$322,000, Elster AMCO Water, LLC, in the amount of \$122,168, Sensus USA, Inc. in the amount of \$87,407 and Metron-Farnier, LLC in the amount of \$32,640, lowest responsible bidders of eight - Total not to exceed \$20,915,218 - Financing: Water Utilities Current Funds**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- F. Agenda Item #12: Authorize the purchase of a tarp deployment system - Con-Wal, Inc. dba Southwestern Sales Co. doing business in Texas as tarpARMOR Co., lowest responsible bidder of two - Not to exceed \$107,889 - Financing: Sanitation Current Funds**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

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- G. \_Agenda Item #31: Authorize a professional services contract with Kimley-Horn and Associates, Inc., most advantageous proposer of thirteen, to provide traffic signal design services for 32 traffic signals at various intersections and other related tasks (list attached) - Not to exceed \$642,000 - Financing: General Obligation Commercial Paper Funds (\$428,000), Street Assessment Funds (\$197,000) and Sanitation Current Funds (\$17,000)**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- H. Agenda Item #32: Authorize (1) Supplemental Agreement No. 1 to the traffic signal design contract with Kimley-Horn and Associates, Inc., previously authorized on June 17, 2015, by Resolution No. 15-1172, to provide right-of-way/easement purchase documentation for six intersections (list attached); and (2) an increase in the required local match in the amount of \$12,000 - Not to exceed \$12,000 - Financing: Street Assessment Funds**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- I. Draft Addendum Item: Authorize a three-year service contract and policy, with two one-year renewal options, to provide (1) City paid basic life insurance for \$1.75 per employee per month – Estimated cost of \$777,924, and (2) Voluntary employee paid supplemental group term life, voluntary dependent life and accidental death and dismemberment insurance coverage – Estimated cost \$7,712,915 (to be fully reimbursed by participating employees) - Standard Insurance Company, most advantageous proposer of three - Not to exceed \$8,490,839 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

- J. Draft Addendum Item: Authorize a six-year service contract for elevator and escalator maintenance and repair at various city facilities – Southwest Elevator Company dba Oracle Elevator Company of Texas, lowest responsible bidder of five - Not to exceed \$4,242,931 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

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### **K. Draft Addendum Items: State of Texas Energy Conservation Office LoanSTAR Fund**

- **Authorize (1) the acceptance of a loan from the State of Texas Energy Conservation Office LoanSTAR Fund in the amount of \$5,723,363, to be repaid plus interest, beginning in FY 2016-17 for a period of ten years from electric and natural gas energy savings; (2) the establishment of appropriations in the amount of \$5,723,363 in the State Energy Conservation Office LoanSTAR III Fund; (3) Supplemental Agreement No. 1 to the contract with Metco Engineering for (a) construction of energy conservation related projects at 28 City facilities in an amount not to exceed \$5,723,363 (list attached) and (b) measurement and verification of the guaranteed savings for a period not to exceed ten years, in an amount not to exceed \$150,000 to be paid from electric and natural gas savings; and (4) the acceptance and deposit of rebates from Oncor Electric Delivery in the Oncor Rebate Funds - Total not to exceed \$5,873,363 - Financing: State of Texas Energy Conservation Office LoanSTAR Funds (\$5,723,363) and Current Funds (\$150,000) (subject to annual appropriations)**
- **Authorize repayment of the loan, in the amount of \$5,723,363 over a ten year period, plus interest in the amount of \$480,000, from State of Texas Energy Conservation Office Loan Repayment Fund using savings in the City's annual electricity and natural gas budgets - Not to exceed \$6,203,363 - Financing: Current Funds (subject to annual appropriations)**

A motion was made to forward to the City Council with support on Wednesday, December 9, 2015. Motion passed unanimously.

Motion made by: Erik Wilson

Motion seconded by: Rickey D. Callahan

### **Adjourn**

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Jennifer S. Gates, Chair  
Budget, Finance & Audit Committee