



# City of Rowlett

## Meeting Agenda

### City Council

4000 Main Street  
Rowlett, TX 75088  
www.rowlett.com

*City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 972-412-6115 or write 4000 Main Street, Rowlett, Texas, 75088, at least 48 hours in advance of the meeting.*

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Tuesday, January 6, 2015

6:15 P.M.

Municipal Building – 4000 Main Street

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As authorized by Section 551.071 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 herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

**1. CALL TO ORDER**

**2. EXECUTIVE SESSION (6:15 P.M.)\*** Times listed are approximate.

- 2A.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.072 (Real Estate) and §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney and discuss the purchase of real property located at 5702 Rowlett Road, incident to the Rowlett Public Library transition plan. (15 minutes)

**3. WORK SESSION (6:30 P.M.)\***

- 3A.** Discuss the relocation of existing the Chamber of Commerce building to provide City Council a status update regarding the Request for Proposals submitted on January 6, 2015. (30 minutes)
- 3B.** Discuss the purchase of a replacement fire engine, a replacement ladder truck (quint), and the refurbishment of Engine 3 and Quint 1 for Rowlett Fire Rescue. (30 minutes)

**4. DISCUSS CONSENT AGENDA ITEMS**

**CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)\***

**INVOCATION**

**PLEDGE OF ALLEGIANCE**

**TEXAS PLEDGE OF ALLEGIANCE**

*Honor the Texas Flag; I pledge allegiance to thee, Texas, one state under God, one and indivisible.*

**5. PRESENTATIONS AND PROCLAMATIONS**

- 5A.** Hear presentation of the Monthly Financial report for the period ending November 30, 2014.

- 5B.** Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

**6. CITIZENS' INPUT**

*At this time, three-minute comments will be taken from the audience on any topic. To address the Council, please submit a fully-completed request card to the City Secretary prior to the beginning of the Citizens' Input portion of the Council meeting. No action can be taken by the Council during Citizens' Input.*

**7. CONSENT AGENDA**

*The following may be acted upon in one motion. A City Councilmember or a citizen may request items be removed from the Consent Agenda for individual consideration.*

- 7A.** Consider action to approve minutes from the December 9, 2014, City Council Meeting.
- 7B.** Consider a resolution awarding a bid to APAC-Texas, Incorporated for the purchase of hot mix asphalt in the unit amounts bid and an annual amount not to exceed \$110,000 through the Interlocal Cooperative Purchasing Agreement with Dallas County for road materials for the Public Works Department and authorizing the Mayor to execute the necessary documents for said services.

**8. ITEMS FOR INDIVIDUAL CONSIDERATION**

- 8A.** Conduct a public hearing and consider an ordinance approving amendments to the Rowlett Development Code as it pertains to Signage in Section 77-512, specifically signage for nonresidential uses in residentially zoned areas.

**TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS**

**9. ADJOURNMENT**

*Laura Hallmark*

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Laura Hallmark, City Secretary

I certify that the above notice of meeting was posted on the bulletin boards located inside and outside the doors of the Municipal Center, 4000 Main Street, Rowlett, Texas, as well as on the City's website ([www.rowlett.com](http://www.rowlett.com)) on the 31<sup>st</sup> day of December 2014, by 5:00 p.m.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
[www.rowlett.com](http://www.rowlett.com)

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**AGENDA DATE:** 01/06/15

**AGENDA ITEM:** 2A

**TITLE**

The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.072 (Real Estate) and §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney and discuss the purchase of real property located at 5702 Rowlett Road, incident to the Rowlett Public Library transition plan. (10 minutes)



# City of Rowlett

## Staff Report

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**AGENDA DATE:** 01/06/15

**AGENDA ITEM:** 3A

### **TITLE**

Discuss the relocation of the existing Chamber of Commerce building to provide City Council a status update regarding the Request for Proposals submitted on January 6, 2015. (30 minutes).

### **STAFF REPRESENTATIVE**

Marc Kurbansade, Director of Development Services

### **SUMMARY**

City staff issued a Request for Proposals (RFP) in order to move the Chamber of Commerce building from its current location at 3910 Main Street to a new location at 4500 Main Street, which is the location of the Old Fire Station. This building serves as the offices for the Rowlett Chamber of Commerce. This RFP was issued per the direction of City Council in order to preserve the Chamber of Commerce building due to its historic significance within the City of Rowlett. With the relocation of the building, the Village of Rowlett development will be able to proceed and the City will be able to save one of its historic resources.

The purpose of this discussion item is to update City Council on the status of the RFP issued in the context of the overall project.

### **BACKGROUND INFORMATION**

City Staff has had several public discussions regarding the Chamber of Commerce building as it relates to the Village of Rowlett development. City staff met on both July 8, 2014, and September 2, 2014, to provide several options to City Council for discussion. City Council polled their constituency through varied methods and inquired of staff in order to provide their ultimate direction to City Staff.

Options ranged from relocating the Chamber of Commerce building to multiple locations within the City, both with and without the inclusion of Chamber of Commerce operations, as well as the demolition of the building. Of the multiple options that were analyzed and vetted, City Council ultimately directed staff to proceed with the relocation of the Chamber of Commerce building from its current location at 3910 Main Street to the new location at 4500 Main Street, which is the location of the Old Fire Station

The RFP for the relocation of the Chamber of Commerce building was issued on December 11, 2014. However, at the time of publishing this agenda, City Staff had not received responses from the RFP, since the formal deadline was 2:00 pm on January 6, 2015. Staff will provide a summary of responses at this meeting.

## **DISCUSSION**

The purpose of this discussion item is to update City Council on the status of the RFP issued in the context of the overall Chamber of Commerce building relocation. Below is a timeline of the items completed as well as those forthcoming:

- July 8, 2014 – City Council Workshop Item
- September 2, 2014 – City Council Workshop Item
- October 31, 2014 – Completion of Asbestos and Lead Analysis for Chamber of Commerce building and Old Fire Station
- January 6, 2015 – Response from RFP's due
- January 20, 2015 – City Council Consideration of Award
- January 31, 2015 – Contract Execution
- April 1, 2015 – Completion of Work
- April 21, 2015 – Acceptance of Work by City Council

Following this discussion item, staff will bring an Agenda item on January 20, 2015, for City Council to formally consider award of the contract. Work is expected to be complete by April 1, 2015.

## **FINANCIAL/BUDGET IMPLICATIONS**

A total amount of \$400,000 was budgeted in the Cash Capital Improvements Program (Cash CIP) under Project SP2090.

It should be noted that \$175,000 is also available as part of a reimbursement from the Village of Rowlett development, which will be utilized for relocation of both the Chamber of Commerce and the Library. It is not anticipated at this time that any of the \$175,000 will be utilized specifically for the Chamber of Commerce relocation; therefore, the entire \$175,000 is available for the Library relocation.

At the September 2, 2014, City Council Meeting, City Council directed staff not to exceed \$340,000 for the completion of this project. The cap of \$340,000 has been communicated to prospective respondents to the Request Proposals, and it is not anticipated at this time that the project will exceed \$340,000.

## **RECOMMENDED ACTION**

No action required. Information only.



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**Staff Report**

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**AGENDA DATE:** 01/06/15

**AGENDA ITEM:** 3B

**TITLE**

Discuss the purchase of a replacement fire engine, a replacement ladder truck (quint), and the refurbishment of Engine 3 and Quint 1 for Rowlett Fire Rescue. (30 minutes)

**STAFF REPRESENTATIVE**

Neil Howard, Fire Chief

**SUMMARY**

In order to meet the emergency needs of the citizens, Rowlett Fire Rescue must depend upon quality and response-ready fire apparatus. Reliable fire apparatus is one of the most important assets for any fire department. The two primary challenges to fire departments in the planning for and the managing of fleet apparatus is ensuring the right apparatus are available for use and determining when to replace aging apparatus. Rowlett Fire Rescue will need to add an additional quint to the fleet in the immediate future. This is primarily due to future multi-family building projects that pose a new service need to the department. Also, with two of Rowlett Fire Rescue's fire apparatus over 17 years in age, there is a critical need to replace these units. Through this proposal of refurbishing two apparatus and purchasing two additional new apparatus, the fleet will not only best meet the citizen's needs but will also establish an appropriate apparatus use and retirement schedule. The benefits of this proposal are: standardization of apparatus design, reduction of repair expenses, lower apparatus purchase costs through a multi-unit discount, and appropriately resetting the length of expected service life of all fleet fire apparatus.

**BACKGROUND INFORMATION**

For the purposes of this report, the term fire apparatus excludes ambulances, supervisor's vehicles, and staff vehicles.

This report discusses two types of fire apparatus; fire engines and fire quints.

- A fire engine provides firefighting capabilities through being equipped with personnel, tools, a water pump, a water tank and fire hose.
- A fire quint offers all the same attributes of a fire engine but also provides an aerial ladder. The aerial ladder accomplishes two essential functions, which are potentially necessary at all structure fire incidents. First, the aerial ladder enables the direct rescue of victims from windows higher than ground level. Secondly, the aerial ladder provides an elevated water stream for suppression efforts where ground lines cannot reach the fire.

During a July 2009 Council Work Session, approval was given to remove two engines from front-line use and begin the process of purchasing two new fire engines. While this action was necessary and was designed to address the critical issue of replacing aged fire apparatus, it did not address intermediate or long-term replacement issues already present. The action included the decommissioning and sale of one quint in the fleet in order to partially fund the new purchases. While there was some benefit gained in the action, it did not fully address all fleet issues and it resulted in the department only having one remaining quint in the fleet.

The replaced front-line engines were then placed into reserve status with 13 years of service at the time. Now in 2014, both engines are nearing 18 years of service. It is not a recommended practice to leave fire apparatus in service longer than 15 years (ten years of front-line service and five years in reserve). This is due to high maintenance and repair costs and the reduced reliability of the apparatus.

Also in 2009, Rowlett Fire Rescue determined that ten years of front line service was appropriate given the department's call volume at the time. This assessment still holds true today. However, with increases in population, call volume, and services provided, Rowlett Fire Rescue will soon be forced to re-evaluate serviceable use timeframes to meet the needs of the citizens. Currently, each apparatus must undergo a thorough cost/benefit analysis beginning in year seven and continuing through year ten. The cost benefit analysis will determine whether the apparatus should be replaced versus being refurbished.

## **DISCUSSION**

When discussing the role of fire apparatus in emergency services delivery, it is important to remember that fire apparatus do far more than simply transport firefighter personnel. Fire apparatus also provide specialized equipment to emergency scenes which is necessary to mitigate complex incidents. It is also important to remember that if a fire apparatus is out of service it will be impossible for fire crews to do their jobs. Therefore, it is paramount that fire apparatus stay in response-ready condition at all times.

Because fire apparatus are very specialized, they are expensive. In order to avoid overspending, it is very important to ensure the right apparatus are purchased to best meet the City's needs. Additionally, it is a top priority to protect these City assets through regular maintenance and the establishment of an appropriate service life and rotation schedule. This enables the City to better anticipate and plan for the replacement costs of expensive fire apparatus.

### **Additional Quint**

With recent economic development projects approved, there will soon be new multi-story, multi-family, mixed use buildings in Rowlett that have not previously existed. This poses an expanded service need for the City. In order to meet the new potential rescue needs of the citizens, a larger aerial quint apparatus will be needed. The current 75-foot aerial device will simply no longer meet the City's reach needs for rescue purposes. In order to meet this need, an E-One 137 foot aerial quint will be necessary. This apparatus will offer a far better ability to rescue trapped victims at multi-story structures.

## Reserve Apparatus

A critical component of any fire department fleet is the reserve fire apparatus. The primary reason a department operates reserve or “back up” apparatus is for the purpose of immediate readiness. As previously stated, fire crews cannot accomplish their tasks of firefighting and rescue if they do not have a fire apparatus. Because fire apparatus must undergo routine preventative maintenance and occasional mechanical repairs, it is paramount for a department to have multiple reserve fire engines and/or quints ready and available at all times. This is also a requirement by ISO (the insurance services organization) to which we are bound to maintain certain fleet performance capabilities.

Rowlett Fire Rescue maintains two fire engines in reserve status. Reserve Engine 5 and Reserve Engine 6. Both reserve engines are over 17 years old and have approximately 100,000 miles on them. Currently, each engine has reliability issues. These issues, which are directly attributed to their age and mileage, are costing an extensive amount in repairs and maintenance. While repairs and maintenance items have been diligently maintained, the engines remain less than reliable. For example, Engine 5 recently failed a pump test. This test is a critical annual test that certifies the pump for service. The department is currently waiting for quotes to assess the repairs needed. Engine 6 is not in much better condition. Engine 6 is a light-duty, commercial chassis engine that was purchased for the express purpose of only being a reserve apparatus. However, several years after it was purchased, it was placed into front line service in an attempt to fix a fleet / budget crisis. Because Engine 6 was relied upon in front-line service for so many years, it now has numerous repair needs. Some of the most critical repairs needed involved door repairs. The expected repair costs are quickly overtaking the value of the apparatus themselves. The likelihood of catastrophic breakdown grows more each month. It has been determined that these two apparatus should be replaced.

Below are two tables outlining the maintenance and preventative costs for our two reserve engines:

Table 1 – Engine 5 Hush

Year	Repair and Maintenance	Preventative Costs (tires, inspections, etc.)	Total
FY2011	\$4,417.40	\$2,929.12	\$7,346.52
FY2012	6,015.00	1,014.75	7,029.75
FY2013	4,808.18	3,810.99	8,619.17
FY2014	8,593.48	1,419.97	10,013.45
Four year total	<b>\$23,834.06</b>	<b>\$9,174.83</b>	<b>\$33,008.89</b>



**Reserve Engine (RE 5)**

DESCRIPTION: This reserve Engine is over 17 years old and has reached the end of its useful service life. Maintenance costs have increased significantly over the past three years. The Engine is in need of repairs to the motor, electrical system and transmission. Additionally, the fire pump failed its annual certification test. The pump must be repaired soon. The necessary repairs for this Engine are expected to be costly.

Table 2 – Engine 6 Freightliner

Year	Repair and Maintenance	Preventative Costs (tires, inspections, etc.)	Total
FY2011	\$1,381.89	\$1,472.74	\$2,854.63
FY2012	1,890.01	3,092.73	4,982.74
FY2013	1,088.18	1,156.96	2,245.14
FY2014	5,681.54	2,288.67	7,970.21
Four year total	<b>\$10,041.62</b>	<b>\$8,011.10</b>	<b>\$18,052.72</b>



**Reserve Engine (RE 6)**

DESCRIPTION: This reserve Engine is also over 17 years old and has reached the end of its useful service life. This Engine is a commercial class engine and because of that was never intended to be a front-line apparatus. However, this was a front-line apparatus for many years due to budget challenges. Maintenance costs have increased significantly over the past three years as well. The Engine is in need of costly repairs.

**Fleet service life and retirement schedule**

In order to best plan for apparatus purchases and rotation, an expected service life and retirement schedule must be adopted. The life span of a fire apparatus will depend on factors such as the

frequency of use, local road conditions, and preventative maintenance. While it was previously established to rotate a front-line apparatus to reserve status at year ten, that has proven to be less practical in some circumstances. Many times, apparatus begin incurring major maintenance costs around year seven. Therefore, a cost analysis must be performed on all fire apparatus at year seven. This analysis will determine whether the apparatus can stay in front-line service until year ten or if it should be rotated to reserve status sooner. Because repair costs become exorbitantly high after an apparatus reaches 15 years of age, all fire apparatus are expected to be retired by year 15.

### **Quint 1 and Engine 3**

Our reserve apparatus are not our only high mileage and aged apparatus. Quint 1 and Engine 3 are both in need of refurbishment. Quint 1 is ten years old and Engine 3 is eight years old. While these apparatus are still valuable fleet assets, their repair needs are beginning to run high and their reliability is beginning to become questionable. Both apparatus are more frequently in the repair shop and not in service to the citizens. For example, the repair costs for Quint 1 in FY2014 were \$17,490.20. This is a high repair cost and is difficult to budget. Naturally, the replacement costs of these two apparatus are also high. It is estimated that the retail cost of replacing Quint 1 on a single purchase would be in excess of \$950,000. The retail replacement cost of Engine 3 on a single purchase is expected to be in excess of \$650,000. The good news is replacement of these apparatus is not necessary. The better option is to refurbish each of these apparatus for continued years of service. Refurbishment is a process of rebuilding all of the high wear and tear items such as the motor and transmission. In fact, at the completion of the refurbishment process, the apparatus will look and operate like a brand new unit. The primary advantage of refurbishment is that it can be accomplished for much less than purchasing a new apparatus. In fact, in many cases, the refurbishment costs are between half and one third of the replacement expense and can extend the useful life of the equipment.



**75 ' Ladder Truck (Quint 1)**

**DESCRIPTION:** Existing apparatus. The Quint offers the utility of the aerial ladder for rescue and performs the functions of the Fire Engine at the same time. The life of the apparatus can be extended and money can be saved by refurbishing this Quint. This apparatus is over ten years old and is need of several major repairs. The maintenance expenses for this apparatus alone in 2014 was over \$17k. The cost of refurbishment is approximately half of the cost to replace it with a new quint.

**COST:** \$375k



**Engine (Eng 3)**

DESCRIPTION: Existing apparatus. The life of the apparatus can be extended and money can be saved by refurbishing this Engine. This apparatus is over eight years old and beginning to need repairs more frequently. The maintenance expenses for this apparatus in 2014 were remarkably higher than in previous years. The cost of refurbishment is approximately half of the cost to replace it with a new Rescue Engine like this one.

COST: \$325k

### **Opportunities**

There are several opportunities available to the City through this proposal that will result in a significant cost savings through the purchasing of fire apparatus. As mentioned previously, refurbishing apparatus is a cost-saving method extending the life of apparatus when those apparatus have been maintained in good condition. The refurbishment of Quint 1 and Engine 3 will save thousands of dollars. Next, because the preferred apparatus vendor continues to be E-One, this proposal includes all purchases and refurbishments through E-One. This results in a significant cost savings through multi-unit purchase pricing. Also, because of a long and successful relationship with E-One, the company has offered to extend 2014 apparatus prices to the City for this proposal only. This too will result in a significant cost savings. Finally, through the refurbishment and purchase of four like-new apparatus there will be a significant cost savings in annual apparatus repairs. It is estimated the City could save at least \$10,000 annually in repair expenses through this proposal.

### **Other benefits of the proposal**

Because this proposal provides for four new or like-new apparatus, there is an opportunity to standardize all fire apparatus. The process of standardization started in 2009 with the purchase of the two fire engines. Standardization is important for two reasons. First, a standardized fleet is the most efficiently used by fire personnel and from a training perspective. When tools and resources are the same and located in similarly close locations, crews are better able to use them. Standardization is also helpful in the reduction of fleet preventative maintenance costs. Preventative maintenance items cost less when the same items can be purchased and in bulk. Next, there are two additional benefits of adding another quint to the fleet. First, having two quints in service reduces the occurrence of the City being without a quint due to mechanical repairs or maintenance. Secondly, an additional quint enables the department to respond to more than one incident requiring a quint, should the City need it. This arrangement is known as the 50% quint concept. This is where half of the fleet are engines and half of the fleet are quints. Lastly, this

arrangement will help maintain low ISO ratings since quints are multi-purpose units by having both ladder and pumping capabilities.

### **Proposed new equipment**

Throughout this report, staff has tried to provide Council with as much data as is currently available in order to facilitate the best and most informed decision. Further, through this process, staff has tried to do what is needed to best serve Rowlett citizens. While costly, replacing fire apparatus is a necessary part of maintaining a safe, effective and efficient fire department. In addition to this proposal, staff is also working on a long-range apparatus replacement plan. However, the immediate need is to retire the department's two reserve engines and upgrade two other apparatus while they are still in fair condition. As reflected in the report, maintenance issues continue to increase with our reserve apparatus each year. There is a significant risk associated with not having dependable apparatus. Reserve engine 5 has failed the annual pump test. As a result, this will need to be addressed soon. We are waiting on a quote for the cost to make necessary repairs. However, if Council agrees upon our proposal, this repair will be deferred.

As Council is aware, Option 1 was approved in the FY2015 Budget, which included the purchase of a new HP137 and to Refurbish E3 and our current Quint. This will address some of our needs, but we still have to address having two reserves that are not front-line ready.

In order to ensure the department has reliable front-line and reserve equipment, we need to add the additional pumper to this order. By doing so we will reduce the cost of the new pumper by \$121,354. Additionally, this will reduce the cost of the new quint by \$274,500. This is a \$72,000 savings over the first proposal. By adding that unit to this order we will have a total savings of \$395,854 over the HGAC pricing.

There has already been a 4 percent increase in pricing, which the vendor has not applied to Rowlett's purchase since we have already been in negotiations prior to the new increase. If these purchases are delayed further, the future purchases will reflect that increase. Staff recommends we retire Reserve E5 and E6 and take advantage of the savings while available.



**New 137 ' Ladder (Quint)**

DESCRIPTION: New, quint (multi-purpose) apparatus. New and taller multi-story construction within the City makes this apparatus necessary. The Quint offers the utility of the aerial ladder for rescue and performs the functions of the Fire Engine at the same time. By purchasing this apparatus, Rowlett Fire Rescue's fleet will be fully standardized.

COST: \$1.1 Mil



## New Engine (Pumper)

DESCRIPTION: New Engine/pumper apparatus. The purchase of this Engine will enable the department to address all major fire apparatus needs and reset the rotation and retirement cycle. The Purchase of this Engine will allow for the replacement of both reserve apparatus. Additionally, the purchase of this new engine will facilitate the rotation of two apparatus to be refurbished. The purchase of this engine now with the package will save the City over \$200k. By purchasing this apparatus, Rowlett Fire Rescue's fleet will be fully standardized.

COST: \$612k

### FINANCIAL/BUDGET IMPLICATIONS

After discounts and the \$38,000 trade-in of two apparatus, the amount financed will be \$1,999,933.60 with the first payment beginning in October 2015. Our current budget is \$200,963 for apparatus: \$114,660 for a 137' Quint and \$86,303 for the Quint 1 and Engine 3 refurbishments. This budgeted amount, plus a \$200,000 down payment, will make our estimated annual payments around \$205,658 for ten years, assuming a 2.5 percent interest rate. Attachment 4 shows the bid sheet we would use when it is time to finance the transaction. The \$4,695 shortfall will be made up from the maintenance budget savings.

There are two options. Staff's recommendation as described above is option two.

**EQUIPMENT:** E-One 137 Quint, E-One Quest Pumper, and 2 Refurbishments

### DISCOUNT SCHEDULE

Discount Schedule	137 Quint (New)	Quest Pumper (New)	Refurbish (Q1 & E3)	Total
<b>HGAC Individual Pricing Less 4%</b>				
Retail Price with HGAC pricing	\$1,122,500.00	\$611,288.00	n/a	\$1,733,788.00
E-One Preferred Customer Discount	\$95,000.00	\$15,210.00	n/a	(\$110,210.00)
VIP Discount	\$10,000.00	\$10,000.00	n/a	(\$20,000.00)
Subtotal	\$1,017,500.00	\$586,078.00	n/a	\$1,603,578.00
Downpayment				(\$200,000.00)
Financed Amount				<b>\$1,403,578.00</b>

Discount Schedule	137 Quint (New)	Quest Pumper (New)	Refurbish (Q1 & E3)	Total
Appx Annual Lease Payment				<b>\$160,371.00</b>
<b>Option One:</b>				
Retail Price with HGAC pricing	\$1,122,500.00	n/a	\$700,000.00	\$1,822,500.00
E-One Preferred Customer Discount	\$95,000.00	n/a	\$0.00	(\$95,000.00)
VIP Discount	\$10,000.00	n/a	\$0.00	(\$10,000.00)
Add'l discount if 137 Quint + Refurbs (2)	\$97,500.00	n/a	\$0.00	(\$97,500.00)
Subtotal	\$920,000.00	n/a	\$700,000.00	\$1,620,000.00
Downpayment				(\$200,000.00)
Financed Amount				<b>\$1,420,000.00</b>
Appx Annual Lease Payment				<b>\$162,247.00</b>
<b>Option Two:</b>				
Retail Price with HGAC pricing	\$1,122,500.00	\$611,288.00	\$700,000.00	\$2,433,788.00
E-One Preferred Customer Discount	\$95,000.00	\$15,210.00	\$0.00	(\$110,210.00)
VIP Discount	\$10,000.00	\$10,000.00	\$0.00	(\$20,000.00)
137 Quint + Refurbs (2) Discount	\$97,500.00	\$0.00	\$0.00	(\$97,500.00)
Add'l discount if 137 Quint + Quest Pumper + Refurbs (2)	\$72,000.06	\$96,144.34	\$0.00	(\$168,144.40)
Trade-in of Res5 and Res6	\$0.00	\$0.00	\$38,000.00	(\$38,000.00)
Subtotal	\$847,999.94	\$489,933.66	\$662,000.00	\$1,999,933.60
Downpayment				(\$200,000.00)
Financed Amount				<b>\$1,799,933.60</b>
Appx Annual Lease Payment				<b>\$205,658.00</b>

Budget Account Number and/or Project Code	Account or Project Title	Budget Amount	Proposed Amount
101-3016-440-7405	Lease Payments	\$200,963.00	\$205,658.00
<b>Difference of \$4,695 will be covered by a/c#101-3016-440-7803 Maintenance which has a budget of \$110,000.</b>			

### **RECOMMENDED ACTION**

Provide direction to staff on the purchase of a new 137' ladder truck and pumper from Hall-Mark Fire Apparatus, as well as the refurbishment of E3 & Q1.

### **ATTACHMENTS**

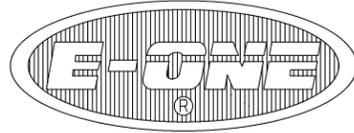
Attachment 1 – Drawing of Pumper Apparatus Officer's Side

Attachment 2 – Drawing of Pumper Apparatus Driver's Side

Attachment 3 – Drawing of Ladder Truck CR13

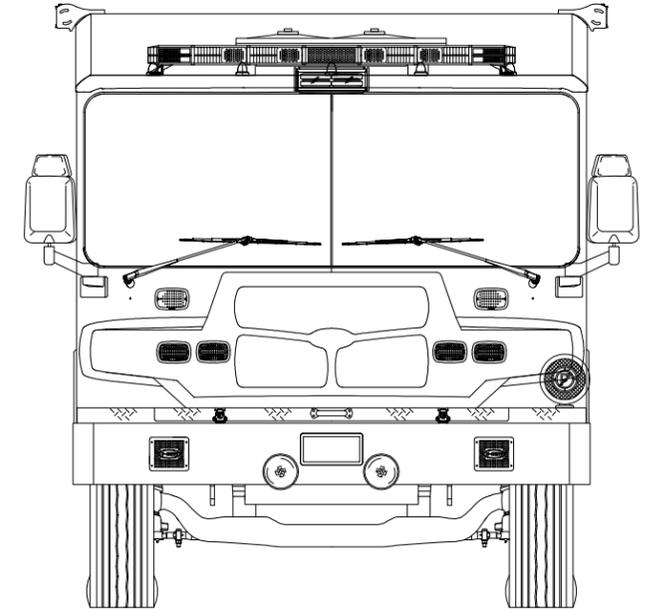
Attachment 4 – Financing Proposal

Attachment 5 – Hall-Mark Master Quote

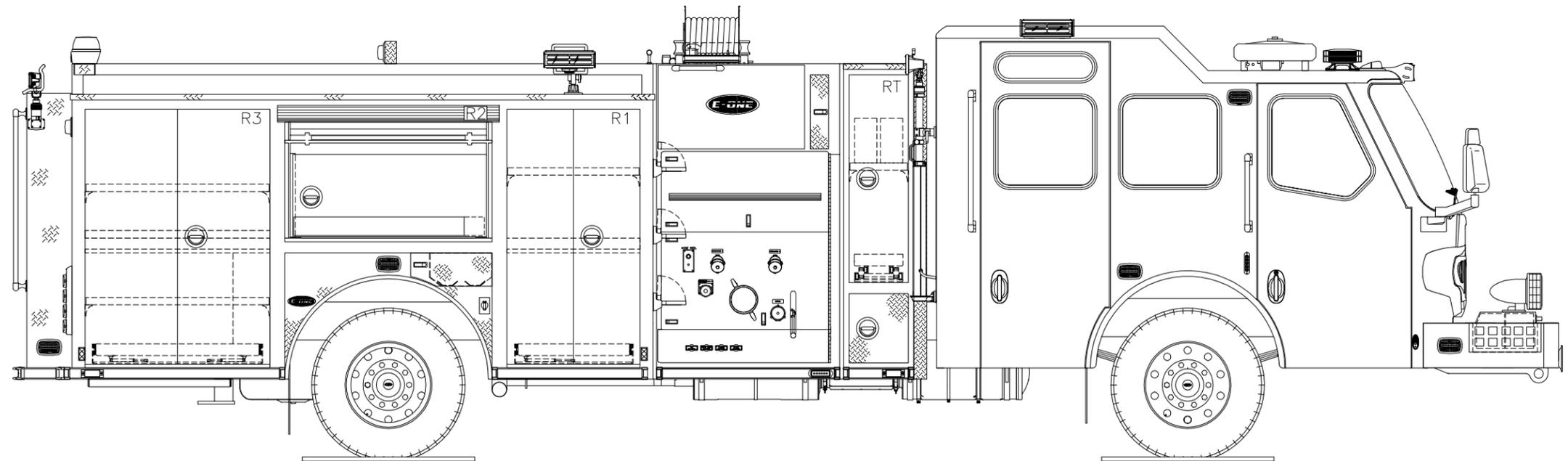


**ROWLETT FIRE DEPT.**  
**ROWLETT, TEXAS**

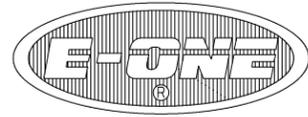
*SO138853 / Q63231*  
 E-ONE CUSTOM PUMPER  
 QUEST II LONG CAB 4X2 CHASSIS



DRAWING TO BE UP-DATED  
 TO NEW QUEST CAB  
 WHEN DETAILS ARE AVAILABLE.



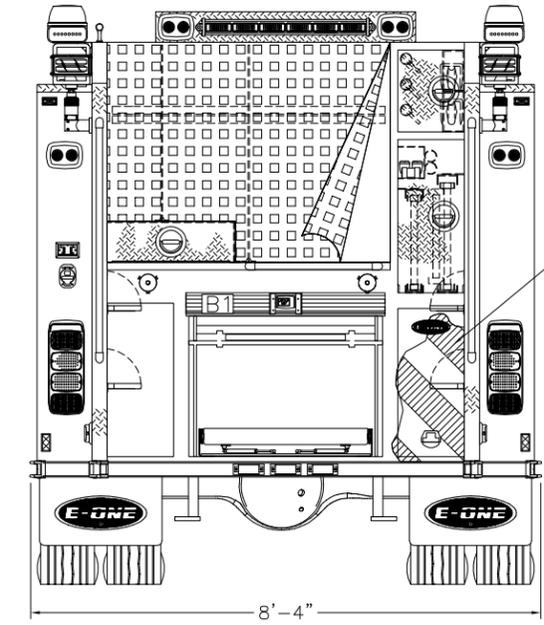
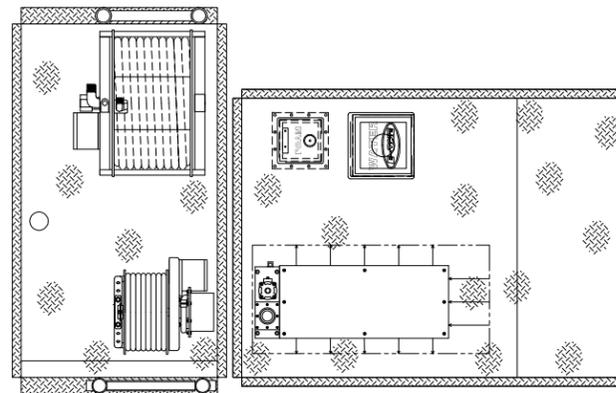
WH	A	RF (post prebid)	NEW_SO138853	2014-FEB-28	WH
KMARQUES	A		INITIAL RELEASE	2014-JAN-29	HAYDEN
DRAWN BY	REV	DESCRIPTION	DATE	APPROVED	
APPROVAL REVISIONS					SHEET 2 OF 2



# ROWLETT FIRE DEPT. ROWLETT, TEXAS

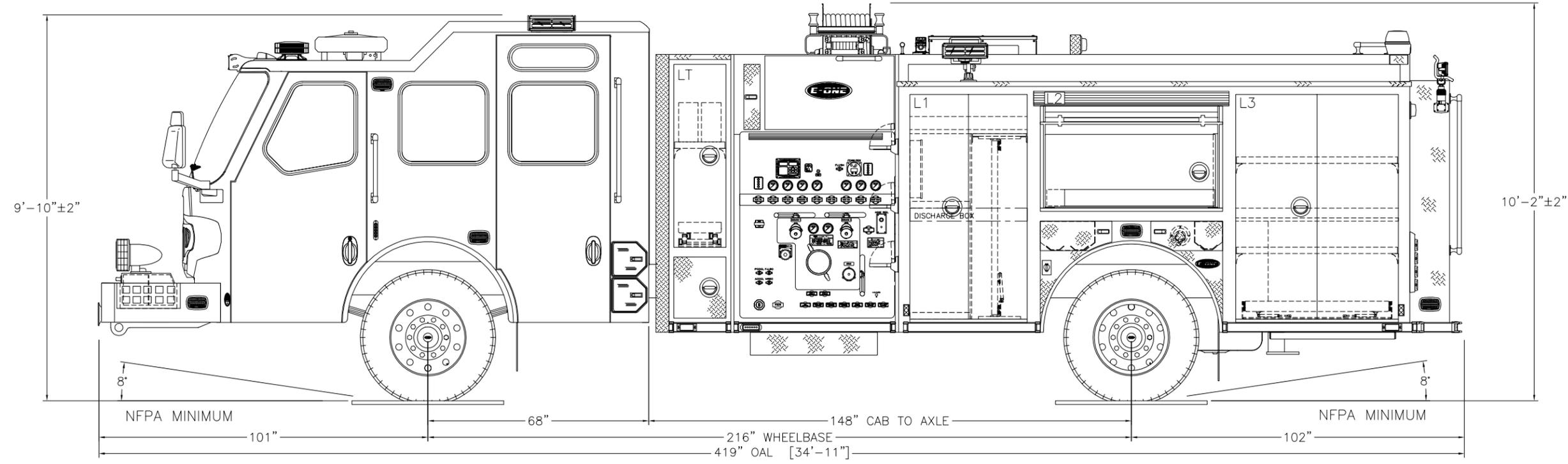
SO138853 / Q63231  
E-ONE CUSTOM PUMPER  
QUEST II LONG CAB 4X2 CHASSIS

2000 GPM HALE QMAX PUMP		HOSE LOAD:			
500 GALLON WATER TANK		300' OF 3.00" DJ			
30 GALLON INTEGRAL CLASS "A" FOAM		1400' OF 5.00" LDH			
COMPT.	OPENING	INTERIOR DIMENSION			
L1	36W 68H	36W	12H	12D	UPPER
		36W	56H	26D	LOWER
R1	36W 68H	36W	34H	12D	UPPER
		36W	30H	26D	LOWER
L2/R2	54W 25H	56W	25H	12D	
L3/R3	50W 68H	50W	34H	12D	UPPER
		50W	30H	26D	LOWER
B1	36W 21H	38W	21H	41D	



CHEVRON DIAMOND GRADE DOTS

HOSEBED HEIGHT:  
(FOR REFERENCE ONLY)  
TO TAILBOARD: 39"  
TO GROUND: 63"

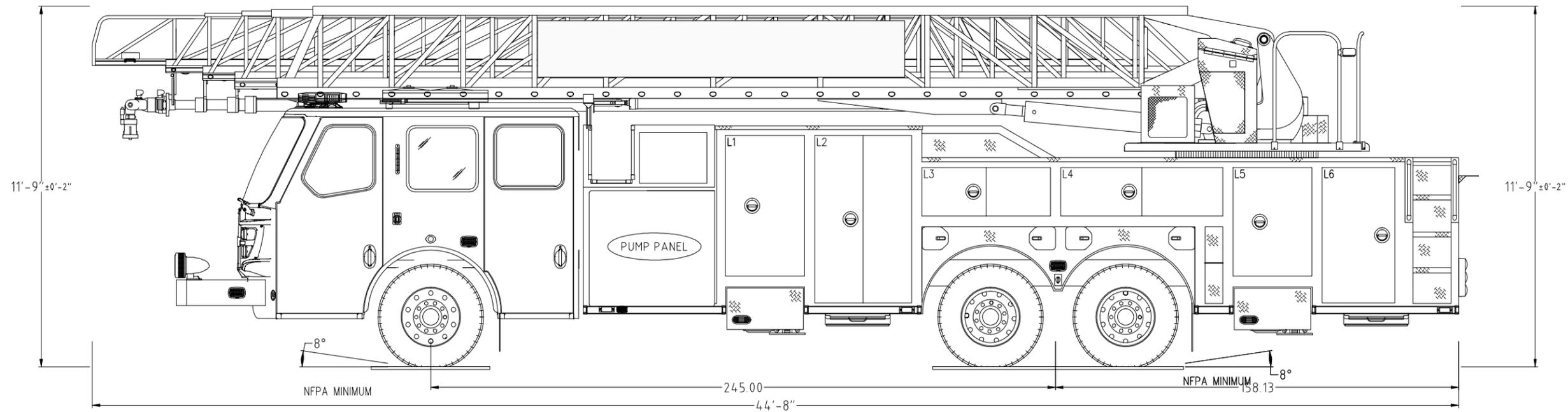
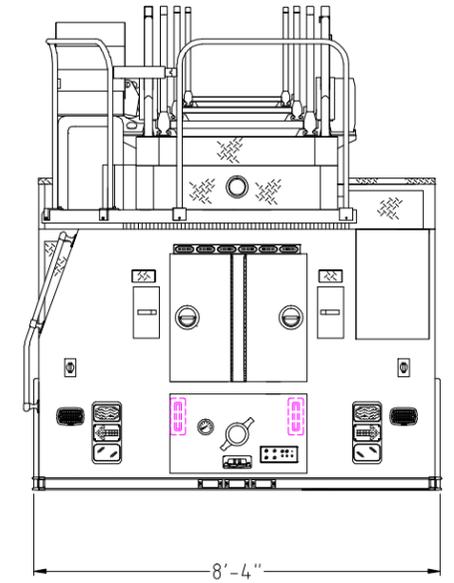


WH	A	RFC (post prebid)	NEW, SQ# 138853	2014-FEB-28	WH
KMARQUES	A	INITIAL RELEASE		2014-JAN-29	WHAYEN
DRAWN BY	REV	DESCRIPTION		DATE	APPROVED
APPROVAL REVISIONS					SHEET 1 OF 2



**ROWLETT FIRE DEPARTMENT**  
**4701 ROWLETT ROAD**  
**ROWLETT, TX 75088**

Quote No: 68458  
 9/15/2014  
 Quote Rev:28 Drawing Rev:2

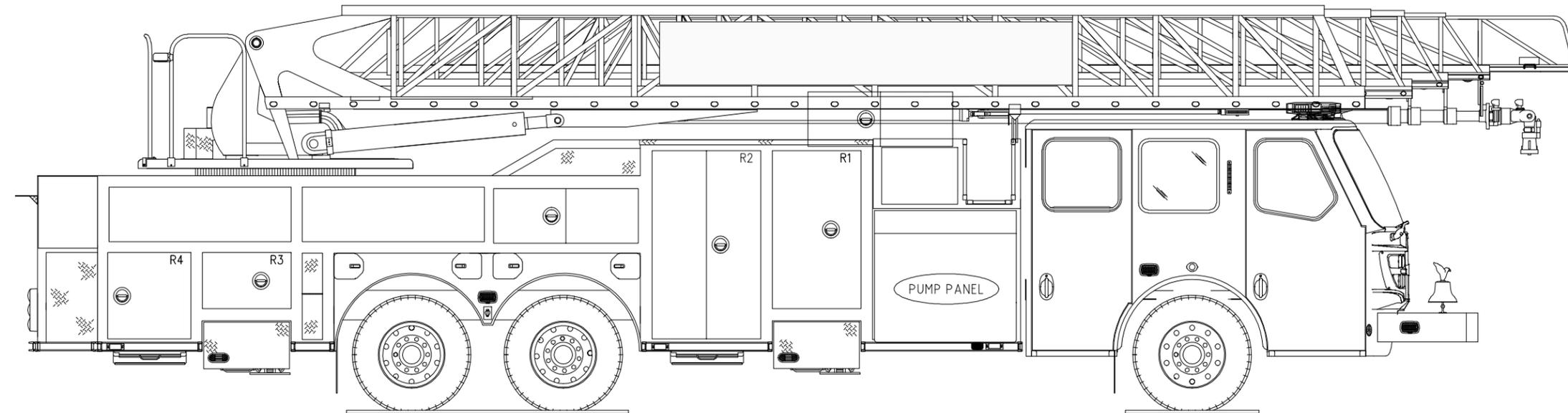
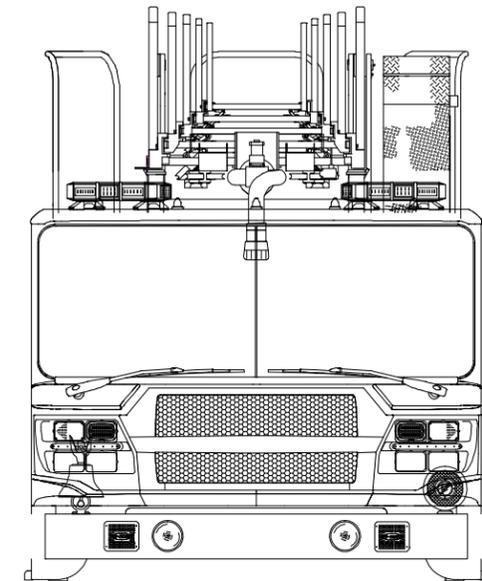


POWERED BY



This drawing provides a GENERAL REPRESENTATION of the vehicle configuration and should be used for evaluation purposes. The respective dimensions shown, including overall height and length, are estimates and may vary due to manufacturing processes. All other items such as lighting and fixtures, plumbing, compartmentation, and other generally assembled details are shown for REFERENCE ONLY and may not be a direct reflection of the final truck configuration. In ALL situations where this drawing may conflict with the specifications, THE SPECIFICATIONS, AS REFLECTED IN THE APPROVED SHOP ORDER, SHALL PREVAIL. Unless otherwise specified, the proposed apparatus will be manufactured to the latest NFPA recommendations as well as other applicable federally regulated safety regulations. E-One reserves the right to engineer and incorporate design improvements and changes without notice, while adhering to the intent of the specification.

2000 GPM HALE QMAXPUMP 0 TOTAL VOLUME 0 TOTAL FOAM				HOSE LOADS :			
	OPENING		INTERIOR DIMENSIONS				
COMPT.	WIDTH	HEIGHT	WIDTH	LOWER HEIGHT	LOWER DEPTH	UPPER HEIGHT	UPPER DEPTH
L1	31	55	31	30	14	25	19
L2	38	65.5	38	30	26	35.5	19
L3	50.5	19	50.5	30	26	N/A	N/A
L4	63.5	19	63.5	30	20	N/A	N/A
L5	31	42.5	31	30	14	12.5	18
L6	28.5	53	28.5	30	22	23	18
R1	31	55	31	30	14	25	19
R2	38	65.5	38	30	26	35.5	19
R3	31	19.5	31	30	14	N/A	N/A
R4	29	30	29	30	22	N/A	N/A



**City of Rowlett Request for Ballpark Quote of  
10 Year Lease Purchase Financing of  
One Emergency One Aerial Fire Truck, One Fire Pumper Truck and  
Refurbishing Existing Pumper Truck & Ladder Truck  
December 18, 2014**

The City of Rowlett is interested in a ballpark quote on ten (10) year financing of One Emergency-One (E-One) Aerial Fire Truck, One Fire Pumper Truck and Refurbishing Existing Pumper and Ladder Trucks in the amount of **\$1,999,934** as shown below.

The successful Financing firm will process multiple payments to the Vendor pursuant to delivery, acceptance, and invoicing of the 4 trucks described above.

This transaction should be structured as a Municipal Lease Purchase Agreement under the Guidelines of the Texas Public Property Finance Act and will contain the usual clauses required to include \$1.00 purchase option, early payoff privileges, suitable appropriations, etc. This is a **non-qualified bank transaction. The City does expect to issue more than \$10,000,000 worth of obligations in this 2014 calendar year.**

The down payment to the successful financing firm will be made on April 15, 2015 and first payment on October 31, 2015 and on October 15, 2015 in 2016, 2017, and so on.)

**Please attach a proposed Amortization Schedule.**

LESSEE: City of Rowlett, Texas  
EQUIPMENT: One E-One Aerial Fire Truck, Fire Pumper Truck,  
One Refurbished Pumper Truck, One Refurbished  
Ladder Fire Truck

EQUIPMENT COST: **\$1,999,934**  
DOWN PAYMENT: \$ 200,000 (Paid April 15, 2015)  
AMOUNT FINANCED: \$1,799,934  
CONTRACT CLOSING DATE: On or about Spring 2015 is anticipated  
EQUIPMENT DELIVERY: 12-18 Months  
PURCHASE OPTION: \$1.00 due upon completion of contract  
(This may be included with final payment amount)

TERM, ANNUAL PAYMENTS: **10 Year**  
PAYMENTS COMMENCING: 10/31/2015 & same month and day in 2016, 2017, etc.

EFFECTIVE INTEREST RATE: \_\_\_\_\_%

ANNUAL PAYMENT \$\_\_\_\_\_

OTHER COSTS \$\_\_\_\_\_

Describe other Costs \_\_\_\_\_

Company Name \_\_\_\_\_



**Hall-Mark Fire Apparatus - Texas LLC**  
**2805 Singleton**  
**Rowlett, Texas 75088**

**QUOTATION**

To:

**City of Rowlett | 4701 Rowlett Road. Rowlett,  
 TX 75088|**

Date:

December 17, 2014

Our Ref:

R-121714-01

Your Ref:

RFQ

Subject:

Page 1 of 1

ITEM	QTY	DESCRIPTION	UNIT PRICE	U/M	EXTENSION
1	1	Package # 1 - CR137 Quest Gen II Ladder Truck, Refurb of a E-One 75' Ladder, and a E-One Pumper	\$1,822,500.00	Each	\$1,822,500.00
		Deduct E-One Customer Discount	\$95,000.00 E-One Discount		\$1,727,500.00
2	1	Package #2 - CR137 Quest Gen II Ladder Truck, Plus Refurbs of an E-One 75 Quint and E-One Pumper Discount for New Appartatus and 2 Refurbs Ladder Truck = \$930,000.00 Refurbs = \$700,000.00	\$97,500.00		\$1,630,000.00
			Multi Truck Discount		
			\$10,000.00 VIP Discount for Package # 2 Only		\$1,620,000.00
3	1	Package #3 - CR137 Quest Gen II Ladder Truck, Plus Refurbs of an E-One 75' Quint and E-One Pumper, Plus a 2015 E-One Quest Pumper	\$168,144.40		\$2,057,933.60
			Multi Truck Discount		
			\$20,000.00 VIP Discount for Package #3 only		\$2,037,933.60
4	1	Trade in Value for 2 Apparatus	\$38,000.00		Deduct from each package
5	1	HGAC	\$2,000.00	Lot	\$2,000.00

Payment Terms: Payment Due on Delivery

**Hall-Mark Fire Apparatus - Texas**

Shipping Terms: FOB Delivered

By Randy Harley

Prices Firm: January 16, 2015

**Direct Phone: 903-910-9048**

Shipment:



City of Rowlett  
Staff Report

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 12/06/2014

**AGENDA ITEM:** 5A

**TITLE**

Hear presentation of the Monthly Financial report for the period ending November 30, 2014.

**STAFF REPRESENTATIVE**

Alan Guard, Chief Financial Officer

**SUMMARY**

Attached is the Comprehensive Monthly Financial Report for November 2014, in accordance with the City Council's financial strategy to provide timely and accurate reporting. The fiscal year for the City of Rowlett is October 1 through September 30. Two months of FY2015, or 16.7 percent of the fiscal year is complete.

**BACKGROUND INFORMATION**

The City of Rowlett Department of Financial Services is dedicated to excellence in local government, comprehensive fiscal management, compliance and reporting. The Comprehensive Monthly Finance Report (CMFR) is a unique document that is prepared each month and is directed at providing our audience (internal and external users), with important information about the City's financial position and operations.

**DISCUSSION**

Attached is the Comprehensive Monthly Financial report for November 2014. Two months of FY2015, or 16.7 percent of the fiscal year is complete.

**Revenues:** Overall, the City has earned or received \$11.0 million for FY2015. This amount is 12.9 percent of the approved operating budget of \$85.3 million and is 3.3 percent more than forecast through the month of November.

- General Fund revenues are \$0.2 million or 6.6 percent higher than expected.
- Utility Fund revenues are \$4 thousand or 0.1 percent lower than expected.

**Expenditures:** Expenses totaled \$11.3 million year-to-date for FY2015. This amount is 13.1 percent of the approved operating budget of \$86.0 million and is 2.1 percent lower than forecast through the month of November.

- General Fund expenditures are \$0.1 million or 2.3 percent lower than expected.
- Utility Fund expenditures are \$18 thousand or 0.5 percent higher than expected.

**Surplus:** The net shortfall from operations through November is \$0.3 million, which is \$0.6 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total decrease of \$0.7 million.

**FINANCIAL/BUDGET IMPLICATIONS**

N/A

**RECOMMENDED ACTION**

Information only. The Comprehensive Monthly Financial Report – November 30, 2014, is attached to this agenda item as Attachment 1.

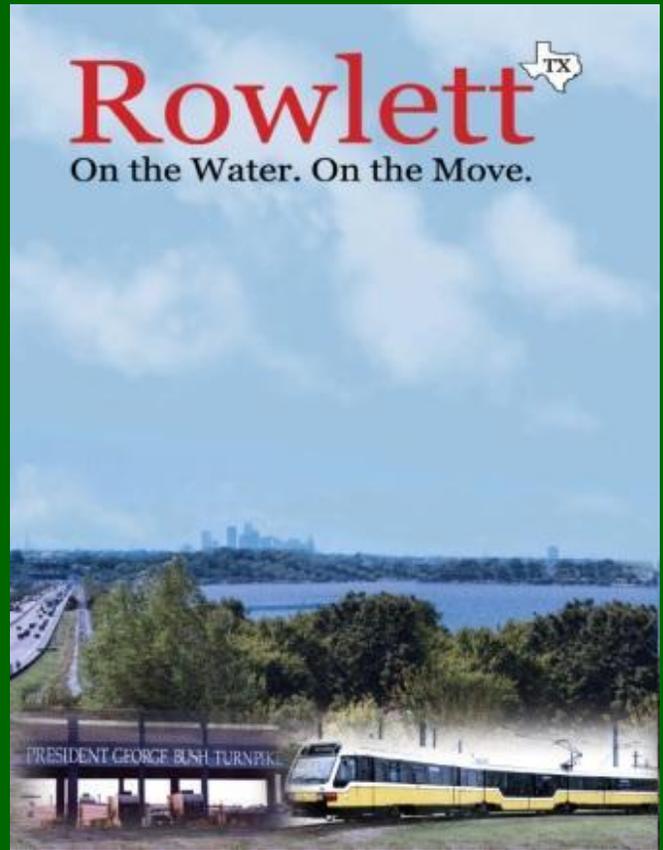
**ATTACHMENTS**

Attachment 1 – Comprehensive Monthly Financial Report – November 30, 2014



**Comprehensive  
Monthly  
Financial  
Report**

**November 2014**





# MONTHLY FINANCIAL REPORT

## PERFORMANCE AT A GLANCE

**November 2014**

	YEAR TO DATE	REFERENCE
ALL FUNDS SUMMARY	POSITIVE	Page 4
GENERAL FUND REV VS EXP	POSITIVE	Page 5
PROPERTY TAXES	WARNING	Page 5
SALES TAXES	WARNING	Page 6
FRANCHISE FEES	POSITIVE	Page 6
UTILITY FUND REV VS EXP	POSITIVE	Page 7
SEWER REVENUES	WARNING	Page 7
WATER REVENUES	WARNING	Page 8
WATER USAGE	POSITIVE	Page 8
REFUSE FUND REV VS EXP	POSITIVE	Page 9
DRAINAGE FUND REV VS EXP	POSITIVE	Page 9
DEBT SERVICE FUND REV VS EXP	POSITIVE	Page 10
EMPLOYEE BENEFITS REV VS EXP	POSITIVE	Page 10

## PERFORMANCE INDICATORS

**POSITIVE**

= Positive variance or negative variance < 1% compared to seasonal trends.

**WARNING**

= Negative variance of 1-5% compared to seasonal trends

**NEGATIVE**

= Negative variance of >5% compared to seasonal trends.

**ECONOMIC INDICATORS**

**NOVEMBER 30, 2014 – NEWS FOR YOU**

**ECONOMY**

**National GDP:**   
 GDP - the output of goods and services produced by labor and property located in the US – increased at a rate of 3.9% in the 3rd quarter of 2014 after increasing 4.6% in the 2nd quarter of 2014 as reported by the Bureau of Economic Analysis. The increase in GDP reflected an increase in consumer spending, business investment and increased exports.

**Texas Retail Sales:**   
 Texas retail sales totaled \$41.5 billion for the month of Sept., an increase of \$3.6 billion (9.5%) over Sept. 2013.

**Texas Leading Index:**   
 The Texas Leading Index is a single summary statistic that sheds light on the future of the state's economy. The index is a composite of eight leading indicators—those that tend to change direction before the overall economy. The index increased 0.2% between the months of Oct. and Sept.

**UNEMPLOYMENT**

**National Unemployment:**  
 The national unemployment rate remained at 5.8% in both Oct. and Nov, a 17.1% decrease from Nov. 2013.

**State-Wide:**   
 The Texas unemployment rate decreased from 5.2% in Sept to 5.1% in October.

**Rowlett:**   
 The City of Rowlett unemployment rate for October 2014 was 4.7%, a 4.1% decrease over the Sept. unemployment rate of 4.9%. Note – city unemployment rates are not seasonally adjusted.

Attached is the Comprehensive Monthly Financial report for November 2014. Two months of FY2015, or 16.7% of the fiscal year is complete.

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**Surplus:** The net shortfall from operations through November is \$0.3 million which is \$0.6 million better than expected at this point in the year. The adopted operating budget for the fiscal year anticipates a total decrease of \$0.7 million.

**NOTEWORTHY**

**NORTH TEXAS MUNICIPAL WATER DISTRICT INITIATES SEASONAL STAGE 3 RESTRICTIONS; EVERY OTHER WEEK WATERING IN EFFECT THROUGH MARCH 31, 2015!**

Recently, due to below average rainfall and extremely low lake levels, NTMWD has initiated Stage 3 seasonal watering. This limits landscape watering with sprinklers or irrigation systems to once every two weeks between November 1 and March 31.



**CITY OF ROWLETT, TEXAS  
FINANCIAL STATUS DASHBOARD  
November 30, 2014**

**BUDGET SUMMARY OF ALL FUNDS FY2015**

	2015 <u>Budget</u>	2015 <u>Forecast</u>	2015 <u>Year-to-Date</u>	<u>Variance</u>
<b>Beginning Reserves</b>	<b>\$ 17,438,670</b>	<b>\$ 17,438,670</b>	<b>\$ 17,438,670</b>	<b>0.0%</b>
<b>Revenues:</b>				
General	37,097,467	3,321,719	3,542,217	6.6%
Water & sewer	28,605,460	4,898,998	4,895,213	-0.1%
Debt service	7,783,232	484,461	511,109	5.5%
Drainage	1,346,939	224,385	221,953	-1.1%
Refuse	4,699,097	782,618	804,825	2.8%
Employee health benefits	4,405,117	734,186	710,420	-3.2%
Impact fees	44,357	7,393	93,057	1158.7%
Police seizure	100,550	16,758	54,595	225.8%
Economic development	316,694	52,782	52,960	0.3%
Hotel/motel tax	47,752	7,879	7,905	0.3%
P.E.G.	85,042	-	120	0.0%
Grants	73,792	12,299	12,920	5.1%
Community Development Block Grant	186,209	31,035	16	-99.9%
Inspection Fees Fund	169,333	28,222	41,629	47.5%
Juvenile diversion	33,281	5,547	6,899	24.4%
Court technology	26,936	4,489	5,510	22.7%
Court security	20,035	3,339	4,041	21.0%
Golf course	256,564	20	1,132	0.0%
<b>Total Revenues</b>	<b>\$ 85,297,857</b>	<b>\$ 10,616,130</b>	<b>\$ 10,966,519</b>	<b>3.3%</b>
<b>Expenses:</b>				
General	37,021,061	5,556,821	5,431,373	-2.3%
Water & sewer	28,062,142	3,776,499	3,794,703	0.5%
Debt service	7,783,232	145,290	140,314	-3.4%
Drainage	1,318,500	147,903	140,018	-5.3%
Refuse	4,657,232	776,205	797,530	2.7%
Employee health benefits	4,337,523	722,921	697,164	-3.6%
Impact fees	916,238	152,706	-	-100.0%
Police seizure	350,550	58,425	28,292	-51.6%
Economic development	436,593	64,665	78,787	21.8%
Hotel/motel tax	42,749	7,125	-	-100.0%
P.E.G.	73,142	10,836	9,291	-14.3%
Grants	71,434	5,953	12,920	117.0%
Community Development Block Grant	186,209	31,035	-	-100.0%
Inspection Fees Fund	115,760	17,150	9,794	-42.9%
Juvenile diversion	34,399	5,096	4,294	-15.7%
Court technology	49,005	8,168	76,544	837.2%
Court security	23,989	3,998	5,094	27.4%
Golf course	559,025	50,744	75,950	49.7%
<b>Total Expenses</b>	<b>\$ 86,038,783</b>	<b>\$ 11,541,540</b>	<b>\$ 11,302,068</b>	<b>-2.1%</b>
<b>Current Year</b>				
<b>Surplus/(Shortfall)</b>	<b>\$ (740,926)</b>	<b>\$ (925,409)</b>	<b>\$ (335,549)</b>	<b>63.7%</b>
<b>Ending Reserves</b>	<b>\$ 16,697,744</b>	<b>\$ 16,513,261</b>	<b>\$ 17,103,121</b>	<b>3.6%</b>

Positive
Warning
Negative

Positive variance or negative variance <1% compared to forecast  
 Negative variance between 1%-5% compared to forecast  
 Negative variance >5% compared to forecast

**OVERALL FUND PERFORMANCE**

**GENERAL FUND REVENUES VS EXPENSES FY2015**

<u>Month</u>	<u>2015 Revenue</u>	<u>2015 Expenses</u>	<u>Monthly Variance</u>
Oct	1,734,785	2,759,381	\$ (1,024,596)
Nov	1,807,432	2,671,992	(864,560)
Dec	-	-	-
Jan	-	-	-
Feb	-	-	-
Mar	-	-	-
Apr	-	-	-
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
<b>Total</b>	<b>\$ 3,542,217</b>	<b>\$ 5,431,373</b>	<b>\$ (1,889,156)</b>
<b>Cumulative Forecast</b>	<b>\$ 3,321,719</b>	<b>\$ 5,556,821</b>	<b>\$ (2,235,102)</b>
<b>Actual to Forecast \$</b>	<b>\$ 220,498</b>	<b>\$ (125,449)</b>	<b>\$ 345,946</b>
<b>Actual to Forecast %</b>	<b>6.6%</b>	<b>-2.3%</b>	



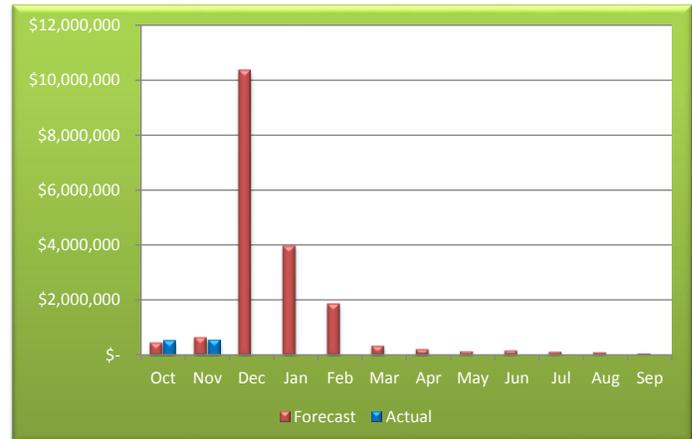
Positive

Cumulatively overall, the General Fund is better than forecasted for this time of the year, with revenues exceeding the forecast by 6.6% and expenses 2.3% lower than forecasted. These differences are primarily due to higher than expected charges for services revenue, and the timing of supply purchases.

**REVENUE ANALYSIS**

**PROPERTY TAXES FY2015**

<u>Month</u>	<u>2015 Forecast</u>	<u>2015 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 454,997	\$ 526,146	\$ 71,149
Nov	658,035	556,508	(101,527)
Dec	10,362,155	-	-
Jan	3,986,347	-	-
Feb	1,884,055	-	-
Mar	340,621	-	-
Apr	216,375	-	-
May	138,080	-	-
Jun	164,504	-	-
Jul	119,972	-	-
Aug	104,988	-	-
Sep	58,993	-	-
<b>Total</b>	<b>\$ 18,489,122</b>	<b>\$ 1,082,654</b>	<b>\$ (30,378)</b>
<b>Actual to Forecast</b>			<b>-2.7%</b>



Warning

Property taxes represents nearly 50% of the total General Fund revenue budget and serves as the primary funding source for the general government. They are generally collected in December and January of each year. Cumulatively overall, property tax revenues are 2.7% lower than forecasted for this time of the year.

**REVENUE ANALYSIS**

**SALES TAXES FY2015**

<u>Month</u>	<u>2015 Forecast</u>	<u>2015 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 478,504	\$ 460,063	\$ (18,441)
Nov	410,264	410,264	-
Dec	581,282		
Jan	405,356		
Feb	376,136		
Mar	504,779		
Apr	432,807		
May	434,829		
Jun	579,529		
Jul	427,562		
Aug	452,415		
Sep	548,190		
<b>Total</b>	<b>\$ 5,631,653</b>	<b>\$ 870,327</b>	<b>\$ (18,441)</b>
<i>Actual to Forecast</i>			-2.1%



**Warning**

Sales tax is an important indicator of financial health for the Rowlett community. Sales taxes are collected by the State Comptroller and are recorded two months later. The sales taxes reported here for November represent an estimate. Overall, sales tax revenues are 2.1% lower than forecasted for this time of the year.

**REVENUE ANALYSIS**

**FRANCHISE FEES FY2015**

<u>Month</u>	<u>2015 Forecast</u>	<u>2015 Actual</u>	<u>Monthly Variance</u>
Oct	\$ -	\$ -	\$ -
Nov	-	215	215
Dec	667,417		
Jan	-		
Feb	343,788		
Mar	656,587		
Apr	-		
May	-		
Jun	543,057		
Jul	-		
Aug	-		
Sep	867,119		
<b>Total</b>	<b>\$ 3,077,966</b>	<b>\$ 215</b>	<b>\$ 215</b>
<i>Actual to Forecast</i>			



**Positive**

Franchise fees represents nearly 10% of the total General Fund budget and include electric, gas, cable and telecommunications. Most fees are paid quarterly with natural gas being paid yearly in February. No franchise payments are expected until December.

**OVERALL FUND PERFORMANCE**

**UTILITY FUND REVENUES VS EXPENSES FY2015**

<u>Month</u>	<u>2015 Revenue</u>	<u>2015 Expenses</u>	<u>Monthly Variance</u>
Oct	2,523,628	1,923,448	\$ 600,179
Nov	2,371,585	1,871,254	500,331
Dec			-
Jan			-
Feb			-
Mar			-
Apr			-
May			-
Jun			-
Jul			-
Aug			-
Sep			-
<b>Total</b>	<b>\$ 4,895,213</b>	<b>\$ 3,794,703</b>	<b>\$ 1,100,510</b>
<b>Cumulative Forecast</b>	<b>\$ 4,898,998</b>	<b>\$ 3,776,499</b>	<b>\$ 1,122,499</b>
<b>Actual to Forecast \$</b>	<b>\$ (3,785)</b>	<b>\$ 18,204</b>	<b>\$ (21,989)</b>
<b>Actual to Forecast</b>	<b>-0.1%</b>	<b>0.5%</b>	



Positive

Utility fund revenues are 0.1% lower than forecast, and expenses are 0.5% higher which is close to projected for this time of the year.

**REVENUE ANALYSIS**

**SEWER REVENUES FY2015**

<u>Month</u>	<u>2015 Forecast</u>	<u>2015 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 980,881	\$ 919,190	\$ (61,691)
Nov	863,081	855,352	(7,729)
Dec	822,085		
Jan	818,618		
Feb	787,673		
Mar	810,911		
Apr	832,390		
May	891,378		
Jun	901,239		
Jul	922,611		
Aug	922,221		
Sep	963,034		
<b>Total</b>	<b>\$ 10,516,122</b>	<b>\$ 1,774,542</b>	<b>\$ (69,420)</b>
<b>Actual to Forecast</b>			<b>-3.8%</b>



Warning

Sewer sales represent over 40% of the Utility Fund budget and cover the cost of sewer treatment paid to City of Garland. Cumulatively overall, sewer revenues are 3.8% lower than forecasted for this time of year.

**REVENUE ANALYSIS**

**WATER REVENUES FY2015**

<u>Month</u>	<u>2015 Forecast</u>	<u>2015 Actual</u>	<u>Monthly Variance</u>
Oct	\$ 1,476,673	\$ 1,451,221	\$ (25,452)
Nov	1,425,161	1,343,838	(81,323)
Dec	1,614,038		
Jan	1,184,773		
Feb	789,848		
Mar	1,476,673		
Apr	1,270,626		
May	1,390,820		
Jun	1,407,991		
Jul	1,631,209		
Aug	1,682,721		
Sep	1,820,086		
<b>Total</b>	<b>\$ 17,170,618</b>	<b>\$ 2,795,059</b>	<b>\$ (106,775)</b>
<i>Actual to Forecast</i>			<i>-3.7%</i>



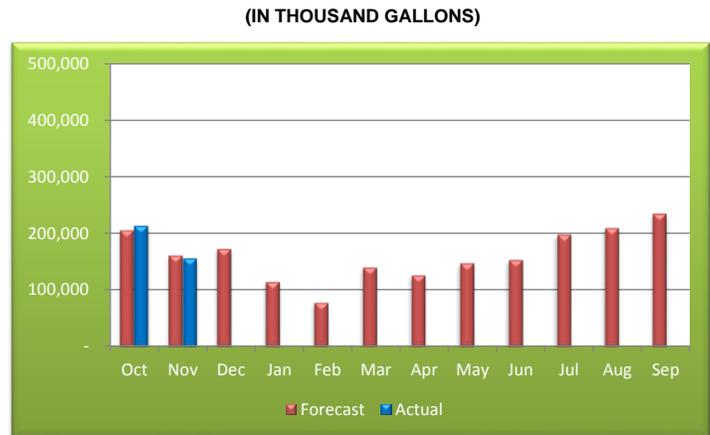
**Warning**

Water sales represent just over 50% of the total Utility Fund budget and cover the cost of water acquisition from the North Texas Municipal Water District. Water revenues are 3.7% less than forecasted for this time of year.

**REVENUE ANALYSIS**

**WATER USAGE FY2015**

<u>Month</u>	<u>2015 Forecast</u>	<u>2015 Actual</u>	<u>Monthly Variance</u>
Oct	205,110	212,743	7,633
Nov	160,605	155,467	(5,138)
Dec	172,215		
Jan	114,165		
Feb	77,400		
Mar	139,320		
Apr	125,775		
May	147,060		
Jun	152,865		
Jul	197,370		
Aug	208,980		
Sep	234,135		
<b>Total</b>	<b>1,935,000</b>	<b>368,210</b>	<b>2,495</b>
<i>Actual to Forecast</i>			<i>1.2%</i>



**Positive**

The City purchases its water from the North Texas Municipal Water District. Customer usage is 1.2% higher than forecasted for this time of the year. The contract with NTMWD requires the City to pay for a minimum of 3.2 billion gallons of water per year.

**OVERALL FUND PERFORMANCE**

**REFUSE FUND REVENUES VS EXPENSES FY2015**

<u>Month</u>	<u>2015 Revenue</u>	<u>2015 Expenses</u>	<u>Monthly Variance</u>
Oct	402,012	389,513	\$ 12,499
Nov	402,813	408,017	(5,205)
Dec			-
Jan			-
Feb			-
Mar			-
Apr			-
May			-
Jun			-
Jul			-
Aug			-
Sep			-
<b>Total</b>	<b>\$ 804,825</b>	<b>\$ 797,530</b>	<b>\$ 7,294</b>
<b>Cumulative Forecast</b>	<b>\$ 782,618</b>	<b>\$ 776,205</b>	<b>\$ 6,412</b>
<b>Actual to Forecast \$</b>	<b>\$ 22,207</b>	<b>\$ 21,325</b>	<b>\$ 882</b>
<b>Actual to Forecast</b>	<b>2.8%</b>	<b>2.7%</b>	



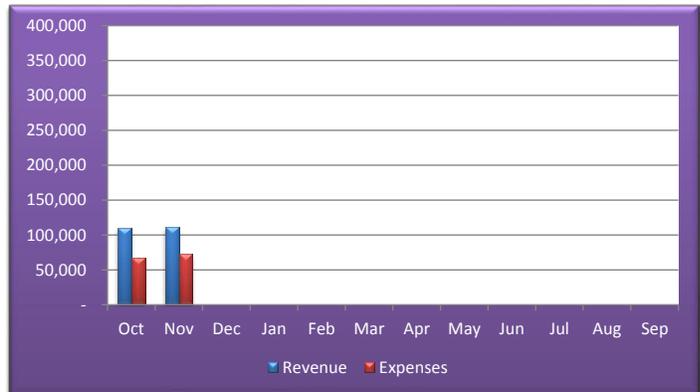
Positive

The Refuse Fund accounts for monies collected from customers on their utility bills and remitted to our solid waste provider. Revenues are currently 2.8% higher than forecasted, and expenses are also 2.7% higher than forecasted.

**OVERALL FUND PERFORMANCE**

**DRAINAGE FUND REVENUES VS EXPENSES FY2015**

<u>Month</u>	<u>2015 Revenue</u>	<u>2015 Expenses</u>	<u>Monthly Variance</u>
Oct	110,599	67,145	\$ 43,454
Nov	111,354	72,873	38,481
Dec			-
Jan			-
Feb			-
Mar			-
Apr			-
May			-
Jun			-
Jul			-
Aug			-
Sep			-
<b>Total</b>	<b>\$ 221,953</b>	<b>\$ 140,018</b>	<b>\$ 81,935</b>
<b>Cumulative Forecast</b>	<b>\$ 224,385</b>	<b>\$ 147,903</b>	<b>\$ 76,482</b>
<b>Actual to Forecast \$</b>	<b>\$ (2,432)</b>	<b>\$ (7,885)</b>	<b>\$ 5,453</b>
<b>Actual to Forecast</b>	<b>-1.1%</b>	<b>-5.3%</b>	



Positive

The Drainage Fund accounts for monies collected from customers on their utility bills for the municipal drainage system. Cumulatively overall, the fund is better than forecasted for this time of the year, with revenues 1.1% lower than forecasted but expenses 5.3% lower than forecasted.

**OVERALL FUND PERFORMANCE**

**DEBT SERVICE FUND REVENUES VS EXPENSES FY2015**

<u>Month</u>	<u>2015 Revenue</u>	<u>2015 Expenses</u>	<u>Monthly Variance</u>
Oct	249,127	10,468	\$ 238,659
Nov	261,982	129,846	132,136
Dec	-	-	-
Jan	-	-	-
Feb	-	-	-
Mar	-	-	-
Apr	-	-	-
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
<b>Total</b>	<b>\$ 511,109</b>	<b>\$ 140,314</b>	<b>\$ 370,795</b>
<b>Cumulative Forecast</b>	<b>\$ 484,461</b>	<b>\$ 145,290</b>	<b>\$ 339,170</b>
<b>Actual to Forecast \$</b>	<b>\$ 26,648</b>	<b>\$ (4,976)</b>	<b>\$ 31,625</b>
<b>Actual to Forecast</b>	<b>5.5%</b>	<b>-3.4%</b>	



Positive

General Debt Service Fund is used to pay principal and interest on tax-supported debt. Overall, the fund is better than forecasted, with revenues 5.5% higher than projected and expenses 3.4% lower than expected. The fund pays conduit debt in November and makes other semi-annual debt payments in February and August.

**OVERALL FUND PERFORMANCE**

**EMPLOYEE HEALTH BENEFITS FUND REVENUES VS EXPENSES FY2015**

<u>Month</u>	<u>2015 Revenue</u>	<u>2015 Expenses</u>	<u>Monthly Variance</u>
Oct	419,181	447,218	\$ (28,037)
Nov	291,239	249,946	41,293
Dec	-	-	-
Jan	-	-	-
Feb	-	-	-
Mar	-	-	-
Apr	-	-	-
May	-	-	-
Jun	-	-	-
Jul	-	-	-
Aug	-	-	-
Sep	-	-	-
<b>Total</b>	<b>\$ 710,420</b>	<b>\$ 697,164</b>	<b>\$ 13,256</b>
<b>Cumulative Forecast</b>	<b>\$ 734,186</b>	<b>\$ 722,921</b>	<b>\$ 11,266</b>
<b>Actual to Forecast \$</b>	<b>\$ (23,766)</b>	<b>\$ (25,756)</b>	<b>\$ 1,990</b>
<b>Actual to Forecast</b>	<b>-3.2%</b>	<b>-3.6%</b>	



Positive

Employee Health Benefits Fund accounts for all health related claims paid from the City's partial self-insured fund. Overall, revenues are 3.2% lower than forecasted and expenses are 3.6% lower than forecasted. Revenues reflect higher than expected premium payments, and expenses are lower than forecasted due to lower than expected claims.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
[www.rowlett.com](http://www.rowlett.com)

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**AGENDA DATE:** 01/06/15

**AGENDA ITEM:** 5B

**TITLE**

Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

**STAFF REPRESENTATIVE**

Brian Funderburk, City Manager



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

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**AGENDA DATE:** 01/06/15

**AGENDA ITEM:** 7A

**TITLE**

Consider action to approve minutes from the December 9, 2014, City Council Meeting.

**STAFF REPRESENTATIVE**

Stacey Chadwick, Deputy City Secretary

**SUMMARY**

Section 551.021 of the Government Code provides as follows:

- (a) A governmental body shall prepare and keep minutes or make a tape recording of each open meeting of the body.
- (b) The minutes must:
  - (1) state the subject of each deliberation; and
  - (2) indicate each vote, order, decisions or other action taken.

**RECOMMENDED ACTION**

Move to approve, amend or correct the December 9, 2014, City Council Meeting.

**ATTACHMENT**

12-09-14 City Council Meeting minutes



# City of Rowlett

## Meeting Minutes

### City Council

4000 Main Street  
Rowlett, TX 75088  
www.rowlett.com

*City of Rowlett City Council meetings are available to all persons regardless of disability. If you require special assistance, please contact the City Secretary at 972-412-6115 or write 4000 Main Street, Rowlett, Texas, 75088, at least 48 hours in advance of the meeting.*

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Tuesday, December 9, 2014

6:00 P.M.

Municipal Building – 4000 Main Street

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As authorized by Section 551.071 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 herein.

The City of Rowlett reserves the right to reconvene, recess or realign the Regular Session or called Executive Session or order of business at any time prior to adjournment.

**Present:** Mayor Gottel, Deputy Mayor Pro Tem Pankratz, Councilmember van Bloemendaal, Councilmember Dana-Bashian, Councilmember Bobbitt and Councilmember Sheffield

**Absent:** Mayor Pro Tem Gallops

**1. CALL TO ORDER**

Mayor Gottel called the meeting to order at 6:00 p.m.

**2. EXECUTIVE SESSION (6:00 P.M.)\* Times listed are approximate**

Convened into Executive Session at 6:00 p.m.

- 2A.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.087 (Economic Development) and §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney and discuss the Rowlett Public Library transition plan. (60 minutes)

Reconvened into open session at 7:11 p.m.

- 2B.** The City Council shall convene into Executive Session pursuant to the Texas Government Code, §551.071 (Consultation with Attorney) to receive legal advice from the City Attorney relating to Elgin B. Robertson Park and the Master Lease Agreement with the City of Dallas for the Take

Area. (30 minutes) (THIS ITEM WILL BE DISCUSSED FOLLOWING THE REGULAR PORTION OF THE MEETING)

This item followed Item 7B. Convened into Executive Session at 8:06 p.m. Councilmember Dana-Bashian was not present during this discussion.

**3. WORK SESSION (7:00 P.M.)**

**3A. Discuss 2015 Legislative Agenda. (30 minutes)**

This item followed Item 2A.

City Manager Funderburk stated the purpose of this item is to discuss possible legislation that could impact the City during the 84<sup>th</sup> Legislative Session and to determine if the City Council desires to establish legislative priorities for Rowlett. Stated City staff will track the progress of pre-filed bills and will periodically report their progress to the City Council through oral presentations and written reports. Spoke regarding the City's list of priorities and the Rowlett Legislative Days scheduled for February 11-12, 2015. Questioned Council regarding additional items to be placed on the City's priority list for 2015.

A member of Council asked that the North Texas Municipal Water District be added to the City's priority list.

**4. DISCUSS CONSENT AGENDA ITEMS**

Item 7B was removed from the Consent Agenda to be considered individually.

**CONVENE INTO THE COUNCIL CHAMBERS (7:30 P.M.)\***

Convened into the Council Chambers at 7:38 p.m.

**INVOCATION**

The invocation was led by Pastor Shane Pruitt, C3 Church Rowlett.

**PLEDGE OF ALLEGIANCE**

**TEXAS PLEDGE OF ALLEGIANCE**

The Pledges were led by the City Council.

## **5. PRESENTATIONS AND PROCLAMATIONS**

### **5A.** Hear presentation of the Monthly Financial report for the period ending October 31, 2014.

Alan Guard, Chief Financial Officer, presented the report. Spoke regarding the water fee trend.

A member of Council asked staff about the amount of water used during water line flushing.

Mr. Guard stated the Public Works Department meters the water usage.

### **5B.** Update from the City Council and Management: Financial Position, Major Projects, Operational Issues, Upcoming Dates of Interest and Items of Community Interest.

Mayor Gottel presented the following update: There will be no special work session for the month of December and no Council Meeting on December 16<sup>th</sup>. The next Regular Council meetings will be held on Tuesday, January 6<sup>th</sup> and 20<sup>th</sup> and a Special Work Session will be held on Tuesday, January 13<sup>th</sup>. The Planning and Zoning Commission will meet on Tuesday, January 13<sup>th</sup> and 27<sup>th</sup>. There will be no meeting on Tuesday, December 23<sup>rd</sup>. The next Community Investment Program Task Force meetings will be held on Tuesday, January 13<sup>th</sup> and 27<sup>th</sup>. The Task Force will seek input from citizens to help prioritize needed community projects on December 16<sup>th</sup> and 18<sup>th</sup> in the City Hall Council Chambers beginning at 6:30 p.m., both days. Read about the newest developments coming to Rowlett in the December Issue of the Mayor's Message. The Stop A Cop Toy Drive has begun. From now through December 20<sup>th</sup>, you may wave down any officer and if they aren't responding to a call, they will be happy to take your donation. Toys may also be dropped off 24 hours a day at any of the four Fire Stations or the lobby of the Police Station. Other collection sites include Rowlett Community Centre, City Hall, Fire Administration and the Chamber of Commerce. Toy donations accepted in the Wal-Mart parking lot on these Saturdays: December 13<sup>th</sup> from 2pm to 6pm; and December 20<sup>th</sup> from 10am to 2pm. Twice a month watering resumed on November 1<sup>st</sup>. Check out our web page for Seniors at [www.rowlett.com](http://www.rowlett.com), go to Departments, Parks and Recreation then click on Seniors. There is always something at the Library for Seniors – call 972-412-6161 or come by to see what's going on. The Rowlett Animal Shelters is maintaining a 100% live release rate for FY2015! Remember to have your pet vaccinated. A Low Cost Vaccine Clinic will be held at the Animal Shelter on Saturday, December 13<sup>th</sup> from 1pm – 3pm. The Animal Shelter is located at 4402 Industrial Street. The Parks and Recreation Department has several upcoming events: Senior Holiday Luncheon – Thursday, December 11<sup>th</sup>, 11:30am at the Rowlett Community Centre; and the New Year's Noon Toast for Seniors – Wednesday, December 31<sup>st</sup>, 11am at the Rowlett Community Centre. Also check out all the Fall & Winter programs, including programs for Seniors, listed in the Lakeside Leisure or at [www.rowlett.com](http://www.rowlett.com) on the Parks Department page. The Rowlett Library has several upcoming events: Trip to the North Pole – Saturday, December 13<sup>th</sup>, 2pm; Holiday Movie – FROZEN – Saturday, December 20<sup>th</sup>, 2pm; Winter Reading Club – December 22<sup>nd</sup>-January 2<sup>nd</sup>; and the Arts and Humanities 14<sup>th</sup> Annual Young Artists Contest & Exhibit, for more information, visit the Arts and Humanities Commission webpage at [www.rowlett.com](http://www.rowlett.com). The Library will have early closings before the Holidays: Closing at 6pm on Tuesday, December 23<sup>rd</sup>; and closing at 6pm on

Wednesday, December 31<sup>st</sup>. City offices will be closed the following days for the holidays: Christmas – Wednesday and Thursday, December 24<sup>th</sup> and 25<sup>th</sup> and New Year's – Thursday, January 1<sup>st</sup>. Trash and recycling pickup will be delayed one day and Waste Management will not pick up on the following holidays: Christmas Day – Thursday, December 25<sup>th</sup>; and New Year's Day – Thursday, January 1<sup>st</sup>.

Mayor Gottel asked those who would adopt animals for Christmas to consider the Rowlett Animal Shelter.

## **6. CITIZENS' INPUT**

No one spoke during Citizens' Input.

## **7. CONSENT AGENDA**

Item 7B was removed from the Consent Agenda to be considered individually.

**7A.** Consider action to approve minutes from the December 2, 2014, City Council Meeting.

**This item was approved on the Consent Agenda.**

## **Passed The Consent Agenda**

**A motion was made by Councilmember Dana-Bashian, seconded by Councilmember Sheffield, including all the preceding items marked as having been approved on the Consent Agenda. The motion carried with a unanimous vote of those members present.**

**7B.** Consider action to approve a resolution supporting use of the Sporting Goods Tax for funding Texas State Parks and the Texas Recreation and Parks Account for local park grants.

This item was removed from the Consent Agenda to be considered individually.

Angie Smith, Recreation Division Manager, gave a brief history of this item. Stated the Texas Parks and Recreation Society has challenged its member cities and directors to have their cities approve a resolution to move the Sporting Goods Tax back to its intended purpose which is to fund Texas State Parks and Texas Parks and Recreation programs.

A member of Council stated this specific legislature should focus on water, transportation and education. Further stated it would be difficult to support something that does not allocated those three items first.

**A motion was made by Councilmember Dana-Bashian, seconded by Councilmember Bobbitt, to approve the item as presented. The motion carried with a vote of five in favor and one against (Pankratz). This item was approved as RES-124-14.**

Following Item 7B, the City Council convened into Executive Session.

**8. ITEMS FOR INDIVIDUAL CONSIDERATION**

**TAKE ANY NECESSARY OR APPROPRIATE ACTION ON CLOSED/EXECUTIVE SESSION MATTERS**

There were no actions following the Executive Session.

**9. ADJOURNMENT**

Mayor Gottel adjourned the meeting at 9:04 p.m.



**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75080-0099  
www.rowlett.com

**AGENDA DATE:** 01/06/15

**AGENDA ITEM:** 7B

**TITLE**

Consider a resolution awarding a bid to APAC-Texas, Incorporated for the purchase of hot mix asphalt in the unit amounts bid and an annual amount not to exceed \$110,000 through the Interlocal Cooperative Purchasing Agreement with Dallas County for road materials for the Public Works Department and authorizing the Mayor to execute the necessary documents for said services.

**STAFF REPRESENTATIVE**

Tim Rogers, Director of Public Works  
Robbin Webber, Assistant Director of Public Works

**SUMMARY**

This item is for the purchase of Hot Mix Asphalt Type B and D materials for our Street Department's maintenance program. The item is obtained by City trucks at the vendor's plant locations.

The City of Rowlett has participated with Dallas County for the purchase of this product through the Interlocal Cooperative Purchasing Agreement between Dallas County and APAC-Texas, Incorporated. Dallas County has awarded the bid and extended the agreement through a Dallas County Court Order as depicted in Exhibit A.

**BACKGROUND INFORMATION**

Rowlett City Council approved entering into an interlocal cooperative purchasing agreement with Dallas County for the purchase of goods, services, and functions on August 18, 2009 (RES-097-09). The agreements were executed on September 15, 2009.

**DISCUSSION**

During this year's drought, large cracks developed in the asphalt and concrete roadways. The large cracks allowed moisture to penetrate the base material, which caused sections of roadways to fail. It's imperative that we address these issues as they arise to prevent total failure of the roadways. Part of our mission is to keep the roadways in good condition. Purchasing this material is essential to help us maintain the streets and alleyways. Material will be ordered over the course of the year.

Dallas County received bids for Annual Road and Highway Building Materials Bid No. 2014-063-6445 on August 14, 2014, and awarded bids for the contract term of one year from October 1, 2014, through September 30, 2015.

City staff desires to once again purchase type B and D hot mix asphalt from their contract with APAC to be picked up by City trucks from the plant(s) as depicted in Exhibit B. The term of contract will be for 12 months.

### **FINANCIAL/BUDGET IMPLICATIONS**

Funding in the approximate amount of \$110,000 is available for the purchase of asphalt in the 2014-15 budget in the General Fund, Street Department account #101-4525-450-77-02 and Street Department account #101-4525-450-78-08.

<b>Budget Account Number and/or Project Code</b>	<b>Account or Project Title</b>	<b>Budget Amount</b>	<b>Proposed Amount</b>
Street Maint. (General Fund)	101-4525-450-77-02	\$100,000	\$100,000
Contract Services (General Fund)	101-4525-450-78-08	\$10,000	\$10,000
<b>Total</b>		<b>\$110,000</b>	<b>\$110,000</b>

### **RECOMMENDED ACTION**

City staff recommends City Council adopt a resolution awarding a bid to APAC-Texas, Incorporated for the purchase of hot mix asphalt in the unit amounts bid and an annual amount not to exceed \$110,000 through the Interlocal Cooperative Purchasing Agreement with Dallas County for road materials for the Street Department.

### **RESOLUTION**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS, AWARDED THE BID TO APAC-TEXAS, INCORPORATED FOR THE PURCHASE OF HOT MIX ASPHALT IN THE UNIT AMOUNTS BID AND AN ANNUAL AMOUNT NOT TO EXCEED THE AMOUNT OF \$110,000 FOR THE CITY OF ROWLETT THROUGH THE INTERLOCAL COOPERATIVE PURCHASING AGREEMENT WITH DALLAS COUNTY AND AUTHORIZING THE ISSUANCE OF PURCHASE ORDERS PURSUANT TO APPROVAL; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, it is necessary to purchase hot mix asphalt materials for the Street Department for street repairs; and

**WHEREAS**, the City of Rowlett has an Interlocal Cooperative Purchasing Agreement with Dallas County to procure products and services from their established contracts; and

**WHEREAS**, Dallas County has opened sealed bids for road materials as per Bid #2014-063-6445 and has contracts in place for hot mix asphalt; and

**WHEREAS**, the City Council of the City of Rowlett, Texas desires to exercise such contracts with APAC-Texas, Incorporated for the purchase of hot mix asphalt through the Interlocal Cooperative Purchasing Agreement with Dallas County for a twelve (12) month term.

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

**Section 1:** The City of Rowlett does hereby award the bid to APAC-Texas, Incorporated for the purchase of hot mix asphalt in the unit amounts bid and an annual amount not to exceed \$110,000 through the Interlocal Cooperative Purchasing Agreement with Dallas County for road materials.

**Section 2:** The City Manager or his designee is hereby authorized to issue appropriate purchase orders to conform to this resolution.

**Section 3:** This resolution shall become effective immediately upon its passage.

**ATTACHMENTS**

Exhibit A – Dallas County Extension & Award

Exhibit B – Bid Tabulation

**COURT ORDER  
2014-1244**



Bid No. 2014-063-6445 Annual Contract for Road and Bridge Materials and Related Supplies

On a motion made by Commissioner Mike Cantrell, District 2, and seconded by Commissioner Dr. Theresa M. Daniel, District 1, the following order was passed and adopted by the Commissioners Court of Dallas County, State of Texas:

BRIEFING DATE: N/A

FUNDING SOURCE: N/A

Be it resolved and ordered that the Dallas County Commissioners Court does hereby authorize the award of Bid No. 2014-063-6445 Annual Contract for Road and Bridge Materials and Related Supplies in the estimated amount of \$5,561,000.00 (Five Million Five Hundred Sixty One Thousand Dollars and No Cents) to APAC-Texas, Inc., Austin Asphalt, LP, Heartland Asphalt Materials, Inc., Martin Marietta Materials, Right Point Co., and Western Emulsion for the period October 1, 2014 through September 30, 2015.

Done in open court September 16, 2014, by the following vote:

IN FAVOR: Honorable Clay Lewis Jenkins, County Judge  
Commissioner Dr. Theresa M. Daniel, District 1  
Commissioner Mike Cantrell, District 2  
Commissioner John Wiley Price, District 3  
Commissioner Dr. Elba Garcia, District 4

OPPOSED: None

ABSTAINED: None

ABSENT: None

Recommended by: Gloria McCulloch  
Originating Department: Purchasing

# Exhibit A

**Bid No. 2014-063-6445**

## **Annual Contract for Road and Bridge Materials and Related Supplies**

<b>APAC-Texas, Inc. P.O. Box 224028 Dallas, TX 75222</b>	<b>Austin Asphalt, LP 6330 Commerce Dr., #150 Irving, TX 75063</b>	<b>Heartland Asphalt Materials, Inc. 860 Airport Frwy. #400 Hurst, TX 76054</b>	<b>Martin Marietta Materials 1805 L Don Dobson Dr. Bedford, TX 76021</b>	<b>Right Point Co. P.O. Box 467 DeKalb, IL 60115</b>	<b>Western Emulsion 4648 Western Way Temple, TX 76504</b>
<b>Subset 2</b>	<b>*Subset 2</b>	<b>Subset 2</b>	<b>Subset 2</b>	<b>Subset 2</b>	<b>Subset 2</b>
Items 13 thru 22	*Item 22	Items 29 and 30	Items 9, 37 and 38	Item 34	Items 24 , 25, 26 32 and 33
<b>\$4,465,690.00</b>	<b>\$3,022,500.00</b>	<b>\$34,340.00</b>	<b>\$694,750.00</b>	<b>\$43,700.00</b>	<b>\$322,520.00</b>

**Notes:** Subset 1 – items 1, 2, 3, 4 and 7 AND Subset 2 – items 1, 2, 3, 4, 7, 27, 28, 31 and 35 are being deleted from award consideration.

**Justification** – no bids received.

Subset 2 – item 39 is being rejected from award consideration at the request of Road and Bridge Districts 3 and 4 – the pickup location is over 100 miles outside of Dallas County boundaries.

\*Item 22 – Secondary Award

# Exhibit A

## 5. EEO-1 Form (To be submitted by the prime and any sub with 20% or more of the contract).

NAME OF FIRM: APAC-TEXAS BIL.

**5. Section D- EMPLOYMENT DATA**

Employment at this establishment- Report all permanent full and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeros.

**Number of Employees (Report employees in only one category)**

Job Categories	Race/Ethnicity															TOTAL COL. A-N
	Hispanic or Latino		Not-Hispanic or Latino						Female							
	Male	Female	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races		
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
Executive/Senior Level officials and Managers 1.1	1	1	8						1							
First/Mid-Level Officials and Managers 1.2	1		19	1					1	1						
Professionals 2	11	1	24	1												
Technicians 3			4						2							
Sales Workers 4		1	2													
Administrative Support Workers 5	1	2	3						9			1				
Craft Workers 6																
Operatives 7	55	2	40	6												
Laborers and Helpers 8	17		11	5												
Service Workers 9	4		12	11				1								
TOTAL 10																
PREVIOUS YEAR TOTAL 11	90	7	123	24				1	13	1		1			260	

1. Date(s) of payroll period used: \_\_\_\_\_ (Omit on the Consolidated Report.)

**Section E-ESTABLISHMENT INFORMATION (Omit on the Consolidated Report).** What is the major activity of this establishment? (Be specific, i.e., manufacturing steel casings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity.)

**Section F- REMARKS-** Use this item to give any identification data appearing on the last EEO-1 report which differs from that given above, explain major changes in composition of reporting units and other pertinent information

**Section G- CERTIFICATION**

Check One	1	<input type="checkbox"/>	All reports are accurate and were prepared in accordance with the instructions. (Check on Consolidated Report only.)
	2	<input type="checkbox"/>	This report is accurate and was prepared in accordance with the instructions.

Name of Certifying Official: \_\_\_\_\_ Title: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of person to contact regarding this report: ELLY DANIELS Title: \_\_\_\_\_ Address (Number and Street): \_\_\_\_\_

City and State: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Telephone No. (including area code and extension): \_\_\_\_\_ Email address: \_\_\_\_\_

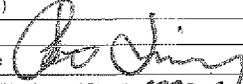
All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S CODE, TITLE 18, SECTION 1001

Description of Race and Ethnic Identification and Job Categories are found @ <http://www.eeoc.gov/employers/eeo1survey/2007instructions.cfm> / Appendix 4. Race and Ethnic Identification / and Appendix 5. Description of Job Categories

SEE ATTACHED EEOC REPORT →

PROPOSAL BID #2014 063-6445

**5. EEO-1 Form (To be submitted by the prime and any sub with 20% or more of the contract).**

NAME OF FIRM: <b>Austin Asphalt, LP</b>																
<b>5. Section D- EMPLOYMENT DATA</b>																
Employment at this establishment- Report all permanent full and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeros.																
<b>Number of Employees (Report employees in only one category)</b>																
Race/Ethnicity																
Not Hispanic or Latino																
Job Categories	Hispanic or Latino		Male							Female						TOTAL COL A-N
	Male	Female	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races		
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
Executive/Senior Level officials and Managers	1.1															
First/Mid-Level Officials and Managers	1.2															
Professionals	2															
Technicians	3															
Sales Workers	4															
Administrative Support Workers	5															
Craft Workers	6															
Operatives	7															
Laborers and Helpers	8															
Service Workers	9															
TOTAL	10															
PREVIOUS YEAR TOTAL	11															
1. Date(s) of payroll period used: _____ (Omit on the Consolidated Report.)																
<b>Section E- ESTABLISHMENT INFORMATION (Omit on the Consolidated Report)</b> What is the major activity of this establishment? (Be specific, i.e., manufacturing steel casings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity.)																
<b>Section F- REMARKS-</b> Use this item to give any identification data appearing on the last EEO-1 report which differs from that given above, explain major changes in composition of reporting units and other pertinent information																
<b>Section G- CERTIFICATION</b>																
Check One																
1 <input type="checkbox"/> All reports are accurate and were prepared in accordance with the instructions. (Check on Consolidated Report only)																
2 <input checked="" type="checkbox"/> This report is accurate and was prepared in accordance with the instructions.																
Name of Certifying Official <b>Pat Tinsley</b>					Title <b>Sales Manager</b>					Signature 			Date <b>7-30-14</b>			
Name of person to contact regarding this report <b>Pat Tinsley</b>					Title <b>Sales Manager</b>					Address (Number and Street) <b>6330 Commerce Dr., #150</b>						
City and State <b>Dallas, TX</b>					Zip Code <b>75063</b>		Telephone No. (including area code and extension) <b>214-596-1800</b>			Email address <b>ptinsley@austininc.com</b>						
All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S. CODE, TITLE 18, SECTION 1001																

Description of Race and Ethnic Identification and Job Categories are found @ <http://www.eeoc.gov/employers/eo1survey/2007instructions.cfm> / Appendix 4- Race and Ethnic Identification / and Appendix 5- Description of Job Categories

# Exhibit A

## WORKFORCE COMPOSITION

Austin Bridge & Road, LP

20-Aug-13

NAME OF BIDDING FIRM / CONTRACTOR

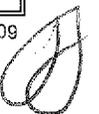
DATE

Classification	American Indian or Alaskan Native			Asian or Pacific Islander			Black			Hispanic			White			Total Number of Full Time Employees				
	M	F	%	M	F	%	M	F	%	M	F	%	M	F	%	M	F	ALL	%	
M=Male / F=Female																				
Officials and Managers	4	1	1%	2	0	0%	3		0%	50		7%	131	2	19%	190	3	193	27%	
Professionals			0%		1	0%		1	0%	8		1%	16	10	4%	24	12	36	5%	
Technicians			0%			0%	1		0%	4		1%	12		2%	17	0	17	2%	
Sales Workers			0%			0%			0%			0%	1		0%	1	0	1	0%	
Administrative Support Workers			0%			0%	1	1	0%	3	2	1%	7	11	3%	11	14	25	4%	
Craft Workers	4		1%	1		0%	14		2%	257	1	36%	53		7%	329	1	330	47%	
Laborers and Helpers	2		0%			0%	9		1%	73		10%	20	1	3%	104	1	105	15%	
Service Workers			0%			0%			0%			0%			0%	0	0	0	0%	
<b>TOTAL</b>	<b>10</b>	<b>1</b>	<b>2%</b>	<b>3</b>	<b>1</b>	<b>1%</b>	<b>28</b>	<b>2</b>	<b>4%</b>	<b>395</b>	<b>3</b>	<b>56%</b>	<b>240</b>	<b>24</b>	<b>37%</b>	<b>676</b>	<b>31</b>	<b>707</b>	<b>100%</b>	

### Definitions in accordance with Equal Employment Opportunity (EEO)

American Indian or Alaskan Native	A person having origins in any of the original peoples of North America, and who maintain their culture through a tribe or community
Asian or Pacific Islander	A person having origins in any of the original people of the Far East, Southeast Asia, India, or the Pacific Islands. These areas include, for example, China, India, Korea, the Philippine Islands, and Samoa.
Black	A person having origins in any of the black racial groups of Africa.
Hispanic	A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
White	A person with origins in Europe, North Africa, or the Middle East.

### REMARKS:



# Exhibit A

PROPOSAL BID #2014-063-6445

## 5. EEO-1 Form (To be submitted by the prime and any sub with 20% or more of the contract).

NAME OF FIRM: <i>Hewlett Asphalt Materials, Inc.</i>															
<b>5. Section D- EMPLOYMENT DATA</b>															
Employment at this establishment- Report all permanent full and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeros.															
<b>Number of Employees (Report employees in only one category)</b>															
Race/Ethnicity															
Not-Hispanic or Latino															
Job Categories	Hispanic or Latino		Male						Female						TOTAL COL. A-N
	Male	Female	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
Executive/Senior Level officials and Managers	1.1		1												1
First/Mid-Level Officials and Managers	1.2														
Professionals	2		3						1						4
Technicians	3														
Sales Workers	4		5												5
Administrative Support Workers	5								1						1
Craft Workers	6														
Operatives	7														
Laborers and Helpers	8		3	1											4
Service Workers	9														
TOTAL	10		12	1					2						15
PREVIOUS YEAR TOTAL	11		12	1					2						15
1. Date(s) of payroll period used: _____ (Omit on the Consolidated Report.)															
Section E-ESTABLISHMENT INFORMATION (Omit on the Consolidated Report). What is the major activity of this establishment? (Be specific, i.e., manufacturing steel casings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity.)															
Section F- REMARKS-Use this item to give any identification data appearing on the last EEO-1 report which differs from that given above, explain major changes in composition of reporting units and other pertinent information															
Section G- CERTIFICATION															
Check One	1	<input type="checkbox"/>	All reports are accurate and were prepared in accordance with the instructions. (Check on Consolidated Report only.)												
	2	<input checked="" type="checkbox"/>	This report is accurate and was prepared in accordance with the instructions.												
Name of Certifying Official <i>Matt Hunt</i>				Title <i>Account Manager</i>				Signature <i>Matt Hunt</i>				Date <i>7/30/14</i>			
Name of person to contact regarding this report <i>Matt Hunt</i>				Title <i>Account Manager</i>				Address (Number and Street) <i>860 Airport Freeway Ste 402</i>							
City and State <i>Hurst TX</i>				Zip Code <i>76054</i>				Telephone No. (including area code and extension) <i>(817) 788 9200</i>				Email address <i>mhunt@</i>			
All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S CODE, TITLE 18, SECTION 1001															

Description of Race and Ethnic Identification and Job Categories are found @ <http://www.eeoc.gov/employers/eeo1survey/2007instructions.cfm> / Appendix 4. Race and Ethnic Identification / and Appendix 5. Description of Job Categories

# Exhibit A

PROPOSAL Bid #2014-063-6445

## 5. EEO-1 Form (To be submitted by the prime and any sub with 20% or more of the contract).

NAME OF FIRM: <i>MARTIN MARIETTA MATERIALS</i>															
<b>5. Section D- EMPLOYMENT DATA</b>															
Employment at this establishment- Report all permanent full and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeros.															
Number of Employees (Report employees in only one category)															
Race/Ethnicity															
Not-Hispanic or Latino															
Job Categories	Hispanic or Latino		Male						Female						TOTAL COL, A-N
	Male	Female	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
Executive/Senior Level officials and Managers	1.1		1												
First/Mid-Level Officials and Managers	1.2		2												
Professionals	2		2												
Technicians	3														
Sales Workers	4		1												
Administrative Support Workers	5								2						
Craft Workers	6														
Operatives	7	1	1	2											
Laborers and Helpers	8	1	2	1											
Service Workers	9														
TOTAL	10	2	9	3					2						16
PREVIOUS YEAR TOTAL	11	2	7	2					2						15
1. Date(s) of payroll period used: _____ (Omit on the Consolidated Report.)															
Section E-ESTABLISHMENT INFORMATION (Omit on the Consolidated Report). What is the major activity of this establishment? (Be specific, i.e., manufacturing steel casings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity.)															
Section F- REMARKS-Use this item to give any identification data appearing on the last EEO-1 report which differs from that given above, explain major changes in composition of reporting units and other pertinent information															
Section G- CERTIFICATION															
Check One	1	<input type="checkbox"/>	All reports are accurate and were prepared in accordance with the instructions. (Check on Consolidated Report only.)												
	2	<input checked="" type="checkbox"/>	This report is accurate and was prepared in accordance with the instructions.												
Name of Certifying Official						Title			Signature			Date			
Name of person to contact regarding this report <i>DAN RICHMOND</i>						Title <i>AREA SALES MANAGER</i>			Address (Number and Street)						
City and State <i>BEDEFORD TX</i>						Zip Code <i>76021</i>			Telephone No. (including area code and extension) <i>74293240</i>			Email address			
All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S CODE, TITLE 18, SECTION 1001															

Description of Race and Ethnic Identification and Job Categories are found @ <http://www.eeoc.gov/employers/eo1survey/2007instructions.cfm> / Appendix 4, Race and Ethnic Identification / and Appendix 5, Description of Job Categories

# Exhibit A

PROPOSAL BID #2014-063-6445

5. EEO-1 Form (To be submitted by the prime and any sub with 20% or more of the contract).

5. Section D- EMPLOYMENT DATA															
Employment at this establishment- Report all permanent full and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeros.															
Number of Employees (Report employees in only one category)															
Job Categories	Hispanic or Latino		Male						Female						TOTAL COL. A-N
	Male	Female	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
Executive/Senior Level officials and Managers	11		2												2
First/Mid-Level Officials and Managers	12	1	8						1						10
Professionals	2		1						3						7
Technicians	3		3												3
Sales Workers	4		3												3
Administrative Support Workers	5														
Craft Workers	6														
Operatives	7														
Laborers and Helpers	8	45													45
Service Workers	9														
TOTAL	10	46	20						4						70
PREVIOUS YEAR TOTAL	11	40	18						3						70

1. Date(s) of payroll period used: 7/21/14 (Omit on the Consolidated Report)

Section E-ESTABLISHMENT INFORMATION (Omit on the Consolidated Report). What is the major activity of this establishment? (Be specific, i.e., manufacturing steel casings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity.)

Section F- REMARKS- Use this item to give any identification data appearing on the last EEO-1 report which differs from that given above, explain major changes in composition of reporting units, and other pertinent information.

Section G- CERTIFICATION

Check One	1	<input type="checkbox"/>	All reports are accurate and were prepared in accordance with the instructions. (Check on Consolidated Report only.)
	2	<input checked="" type="checkbox"/>	This report is accurate and was prepared in accordance with the instructions.

Name of Certifying Official: Sarah Smolan Title: Controller Signature: Sarah Smolan Date: 7/31

Name of person to contact regarding this report: Sarah Smolan Title: Controller Address (Number and Street): P.O. Box 407 234 Horse Store

City and State: Del Rio TX Zip Code: 78840 Telephone No. (including area code and extens only): 784-4792 Email address: Sarah.S@rightpoint.com

All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW. U.S. CODE, TITLE 18, SECTION 1001

Description of Race and Ethnic Identification and Job Categories are found @ <http://www.eeoc.gov/employers/eo1survey2007instructions.cfm> / Appendix 4, Race and Ethnic Identification / and Appendix 5, Description of Job Categories

# Exhibit A

5. EEO-1 Form (To be submitted by the prime and any sub with 20% or more of the contract).

NAME OF FIRM: WESTERN EMULSIONS, INC.

## 5. Section D- EMPLOYMENT DATA

Employment at this establishment- Report all permanent full and part-time employees including apprentices and on-the-job trainees unless specifically excluded as set forth in the instructions. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeros.

Number of Employees (Report employees in only one category)

Race/Ethnicity

Not-Hispanic or Latino

TOTAL  
COL.  
A-N

Job Categories	Hispanic or Latino		Male						Female						TOTAL COL. A-N
	Male	Female	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	White	Black or African American	Native Hawaiian or Other Pacific Islander	Asian	American Indian or Alaska Native	Two or more races	
	A	B	C	D	E	F	G	H	I	J	K	L	M	N	
Executive/Senior Level officials and Managers	1.1		3												3
First/Mid-Level Officials and Managers	1.2	3	12						2						17
Professionals	2														
Technicians	3	4	4	1					2						11
Sales Workers	4	1	11												12
Administrative Support Workers	5					1			10						12
Craft Workers	6														
Operatives	7	17	15												32
Laborers and Helpers	8														
Service Workers	9														
TOTAL	10	25	1	45	1		1		14						87
PREVIOUS YEAR TOTAL	11	20	1	45	1		1		13				1		82

1. Date(s) of payroll period used AUGUST 7 - 20, 2014 (Omit on the Consolidated Report.)

Section E-ESTABLISHMENT INFORMATION (Omit on the Consolidated Report). What is the major activity of this establishment? (Be specific, i.e., manufacturing steel casings, retail grocer, wholesale plumbing supplies, title insurance, etc. Include the specific type of product or type of service provided, as well as the principal business or industrial activity) ASPHALT EMULSIONS MANUFACTURER

Section F- REMARKS-Use this item to give any identification data appearing on the last EEO-1 report which differs from that given above, explain major changes in composition of reporting units and other pertinent information

### Section G- CERTIFICATION

Check One

1  All reports are accurate and were prepared in accordance with the instructions. (Check on Consolidated Report only.)

2  This report is accurate and was prepared in accordance with the instructions.

Name of Certifying Official \_\_\_\_\_ Title CARMELITO HOPE CUE Signature [Signature] Date 8-27-14

Name of person to contact regarding this report \_\_\_\_\_ Title CARMELITO HOPE CUE Address (Number and Street) 3900 E. BROADWAY

City and State TUCSON, AZ Zip Code 85711 Telephone No. (including area code and extension) 520 6227205 Email address hope.cue@western-emulsions.com

All reports and information obtained from individual reports will be kept confidential as required by Section 709(e) of Title VII. WILLFULLY FALSE STATEMENTS ON THIS REPORT ARE PUNISHABLE BY LAW, U.S CODE, TITLE 18, SECTION 1001

Description of Race and Ethnic Identification and Job Categories are found @ <http://www.eeoc.gov/employers/eeo1survey/2007/instructions.cfm> / Appendix 4. Race and Ethnic Identification / and Appendix 5. Description of Job Categories

# Exhibit A

Purchasing Department, Attention: Charles Price

Should you have any questions, please contact me at 214-653-6223.

Your cooperation to this matter is greatly appreciated. Please initial one only and sign below.

I/We have reviewed the tabulation sheets. Upon reviewing the documentations, I/We find the product(s)/service(s) compliant with bid specifications and contract requirements. As a result, this department recommends award of the bid to the low bidder(s) as indicated by the Purchasing Department. *WITH CHANGES below*

I/We have reviewed the proposal received. However, this department does NOT recommend award of the contract to the lowest bidder(s) as indicated, due to the attached reasons. Also please include due diligence reference check information. Detailed justification must be submitted with this document stating each item of non-compliance with bid specifications.

Specify any additional comments: Item # 38 award to MARTIN Marietta Materials

Item # 22 HVAC primary Austin as BACK UP

Roger D Miller 8-26-14  
Authorized Signature or Contract Manager Date

Printed Name: Roger D Miller

cc: Bid File No. \_\_\_\_\_  
Charles Price/Purchasing Senior Buyer  
ITEM # 39 BOTH BIDDERS PLANTS ARE OVER 125 MILES ONE WAY REJECT BOTH BIDS

**Exhibit A****Fwd: Bid Recommendation**

Gilbert Aguilar

**Sent:** Wednesday, August 27, 2014 8:20 AM**To:** Charles Price**Cc:** Roger Miller; Clarence Lochabay; Andrew Jacobs

---

I concur with Roger..

Begin forwarded message:

**From:** Roger Miller <[Roger.Miller@dallascounty.org](mailto:Roger.Miller@dallascounty.org)>  
**Date:** August 26, 2014 at 3:22:26 PM CDT  
**To:** Gilbert Aguilar <[Gilbert.Aguilar@dallascounty.org](mailto:Gilbert.Aguilar@dallascounty.org)>  
**Subject:** FW: Bid Recommendation

---

**From:** Roger Miller  
**Sent:** Tuesday, August 26, 2014 3:19 PM  
**To:** Charles Price  
**Subject:** RE: Bid Recommendation

Charles We left Item # 38 off of the recommendation Martin Marietta Materials should be Items 9,37 and 38

Item # 22 I agree with the low bid Apac – Texas Inc as primary we also need to award Austin as a secondary or back up vendor

Item # 39 both bidders plants are locate over 250 miles round trip from Rb3's yard. both bids should be rejected due to the small amounts picked up each trip.

Also for Items 14 thru 20 I see a move in charge but I did not see the cost of each move.

---

**From:** Charles Price  
**Sent:** Tuesday, August 19, 2014 11:20 AM  
**To:** Roger Miller  
**Subject:** Bid Recommendation

Good Morning Roger:

Please see attached Purchasing recommendations for Award and bid tab. Please review and submit any recommendations on letterhead you may have for award, and return by 8/22/14

Thank you again

**Charles W. Price**

# Exhibit A

*Senior Buyer*

*Dallas County Purchasing Department*

*509 Main Street, Room 623, Dallas, TX 75202*

*Tel: 214-653-6223 Fax: 214-653-7878*

*E-mail: [charles.price@dallascounty.org](mailto:charles.price@dallascounty.org)*

































































# Exhibit B

<b>Tabulation Sheet</b>
Annual Contract for Road and Bridge Materials
Bid # 2014-063-6445
Bid Opening: August 4 2014
NCTRCA Certified Vendor (M/Wbe)
EEO-1
Dallas County Taxpayer?

19 hot mix asphaltic concrete pavement, txdot item 340, type d, installed or laid by contractor personnel, as per bid specifications  
500-1499 tons per job 1,500 tons

SPECIFY:  
     **PLANT LOCATION #1 (Price per plant Location)**  
  
 STREET ADDRESS:  
 CITY/STATE/ZIPCODE:  
 TELEPHONE NO:  
 HOURS OF OPERATION:

**PLANT LOCATION #2 (Price per plant Location)**  
  
 STREET ADDRESS:  
 CITY/STATE/ZIPCODE:  
 TELEPHONE NO:  
 HOURS OF OPERATION:

**PLANT LOCATION #3**  
  
 STREET ADDRESS:  
 CITY/STATE/ZIPCODE:  
 TELEPHONE NO:  
 HOURS OF OPERATION:

20 hot mix asphaltic concrete pavement, txdot item 340, type d, installed or laid by contractor personnel, as per bid specifications  
7.5-499 tons per job 1,000 tons

SPECIFY:  
     **PLANT LOCATION #1 (Price per plant Location)**  
  
 STREET ADDRESS:  
 CITY/STATE/ZIPCODE:  
 TELEPHONE NO:  
 HOURS OF OPERATION:

Vendor 7	Vendor 8
<b>Heartland Asphalt Materials Inc</b> <b>Matt Hunt</b> <b>860 Airport Frwy ste 400</b>  <b>Hurst, TX 76054</b> <b>PH 871.788.9700</b> FAX:817.788.9706 <a href="mailto:mhunt@heartlandasphaltmaterials.com">mhunt@heartlandasphaltmaterials.com</a>	<b>Ergon Asphalt &amp; Emulsion Inc</b> <b>R.M. McKemie</b> <b>11612 RM 2244 Building 1 Suite 250</b>  <b>Austin, TX 78738</b> <b>PH: 512-469-9292</b> FAX: 512-469.0391 <a href="mailto:myles.mckemie@ergon.com">myles.mckemie@ergon.com</a>
No Yes Other	No yes Other
No Bid	No Bid
No Bid	No Bid





















**City of Rowlett**  
**Staff Report**

4000 Main Street  
P.O. Box 99  
Rowlett, TX 75030-0099  
www.rowlett.com

**AGENDA DATE:** 01/06/15

**AGENDA ITEM:** 8A

**TITLE**

Conduct a public hearing and consider an ordinance approving amendments to the Rowlett Development Code as it pertains to Signage in Section 77-512, specifically signage for nonresidential uses in residentially zoned areas.

**STAFF REPRESENTATIVE**

Marc Kurbansade, Director of Development Services

**SUMMARY**

On May 15, 2012, the City Council approved a significant amendment to the Rowlett Development Code's (RDC) signage provisions. This amendment added additional sign types, provided detailed definitions, and more specifically categorized permitted signs by zoning district. It recently came to staff's attention that an important provision regarding signage for nonresidential uses in residentially zoned areas was inadvertently eliminated through the 2012 code amendment. The purpose of this item is to add the eliminated provision back into the RDC to address this unique circumstance. The Planning and Zoning Commission recommended approval of this item with conditions at their December 9, 2014, regular meeting.

**BACKGROUND INFORMATION**

Monument and wall signs are not permitted in residentially zoned areas. However, prior to the 2012 RDC amendment the following exception was included in the code:

*"Monument and wall signs as permitted by the Planning and Zoning Commission [may be allowed] for nonresidential uses allowed in residential districts."*

Examples of nonresidential uses allowed in some or all residential districts include religious institutions, daycares, municipal uses, schools, and veterinarian clinics. It was not staff's intent that these types of uses would be prohibited from having any signage. Staff discovered the oversight recently when a newly constructed church within a residentially zoned district inquired about a permit for a monument sign. While there are not many instances in the City where this circumstance exists, a provision is needed in the code to address these unique circumstances when they do arise.

The previous provision was subjective in nature and required individual approval by the Planning and Zoning Commission. In order to streamline the process and provide clear standards, staff proposes to amend the RDC to include the following provision:

*"Single tenant monument and wall signs as permitted in Table 5.12-1, Specific Sign Regulations, shall be permitted for nonresidential uses allowed in residential districts."* The adopted standard for monument and wall signs as referenced in Table 5.12-1 are as follows:

Sign Type	Number Allowed	Max Area	Max Height	Max Width	Other Restrictions
Wall	N/A	The greater of 10% of the façade or 60 sq. ft. combined	Equal to 1/3 height of façade up to 10 ft.	75% of façade width	Shall not project more than 30 inches from the wall.
Monument	1 per building. Additional monument signs are allowed if the frontage exceeds 300 feet and the signs are 150 feet from the closest monument sign.	48 sq. ft., 80 sq. ft. including frame	10 ft.	N/A	Setback 10 feet from property line. Monument base shall not be less than two feet high. Minimum base width is one foot. Bases shall be landscaped.

In addition, all signs are required to adhere to the lighting requirements found in Section 77-512, Subsection D.3 (a) as follows:

*"Lighting. In no case shall lighting spill over one foot candle onto public streets or 0.03 foot candles onto adjacent residential property."*

Staff has created a strikethrough-underline document to show where this reference has been added (Attachment 1).

## **DISCUSSION**

Per Section 77-804.C of the RDC, text amendments should be considered based on the following criteria.

1. Whether the proposed amendment corrects an error or meets the challenge of some changing condition, trend, or fact;
2. Whether the proposed amendment is consistent with the comprehensive plan and the stated purposes of this Code;

3. Whether the proposed amendment will protect the health, safety, morals, and general welfare of the public;
4. Whether the proposed amendment will result in significant mitigation of adverse impacts on the natural environment, including air, water, noise, stormwater management, wildlife, and vegetation; and
5. Whether the proposed amendment will advance the goals of the city council.

It is staff's professional opinion that the proposed amendment meets the above criteria. Most notably, criterion number one, as this amendment will correct an error by reinstating a provision in the RDC that was eliminated in error.

#### Planning and Zoning Commission Recommendation

The Planning and Zoning Commission recommended approval of this item with a 6/1 vote with the following condition shown in bold below:

*Single tenant monument and wall signs as permitted in Table 5.12-1, Specific Sign Regulations, shall be permitted for nonresidential uses allowed in residential districts, **subject to Planning and Zoning Commission Approval** [emphasis added]."*

The discussion can be viewed as item C.2 at the following link:

<http://rowlettx.swagit.com/play/12112014-667> .

Staff understands that the Commission's objective through this condition is to provide an additional level of oversight for signage in residential areas to ensure neighborhood compatibility. However, as discussed at the meeting, staff remains concerned that if this recommendation is incorporated into the RDC, then there will be no objective criteria upon which to evaluate a request, which could lead to scrutiny.

In reviewing the Commission's discussion, the following concerns were raised as justification for requiring additional review by the Commission. Staff has provided commentary beneath each concern.

#### 1. **Brightness (Lighting):**

As previously noted in this report, the RDC contains a lighting provision specifically pertaining to signage that addresses this concern:

*"Lighting. In no case shall lighting spill over one foot candle onto public streets or 0.03 foot candles onto adjacent residential property."*

The lighting standard for signage is more stringent than the RDC's base exterior lighting standard that states:

*"In no case shall exterior lighting add more than **one foot candle** [emphasis added] to illumination levels at any point off-site."*

Nonresidential uses allowed within residential zoning districts are permitted to have exterior lighting by right. Based on that standard, further limiting the lighting associated with the signage will not necessarily reduce the amount of light experienced by the neighbors. Both the signage and exterior lighting standards were vetted by the Commission and Council prior to adoption and deemed appropriate for uses adjacent to residential properties.

It is Staff's professional opinion that the current standard is sufficient to protect surrounding neighbors from intrusive lighting.

2. **Color:**

Quantifying what is an appropriate color is particularly subjective; it is staff's opinion that this criteria is too easily based on personal preference to be an effective evaluation criteria. The color of signage is not regulated in any other district and there is no clear approval criteria provided to gauge what is deemed acceptable.

3. **Context (How high is the sign, how close to the adjacent residential homes?):**

Similar to lighting, height of signs and required setbacks are currently dictated by the RDC. The height of wall signs is regulated based on the height of the building, which is capped at a maximum of 35 feet or 2.5 stories in single family residential districts. However, the height requirement takes into consideration roof pitch and roof signs are not permitted in residential districts. As for proximity to single family homes, the building setback requirements are generally greater for nonresidential uses in the district than residential uses, thus the building would already be setback and appropriate distance from the adjacent single family homes. In addition, monument signs are required to be set back ten feet from all property lines, so there would not be an instance where a sign would be placed immediately adjacent to the property line of a single family home.

When considering neighborhood compatibility for any zoning related issue, staff typically focuses on light, noise and scale of adjacent uses. Staff's recommendation as presented to Planning and Zoning Commission was that the proposed amendment does offer the necessary objective criteria to evaluate proposed monument and/or wall signage for nonresidential uses in residential zoning districts; staff is still providing the same recommendation to City Council as presented to Planning and Zoning Commission.

If City Council does approve the proposed amendment with Planning and Zoning Commission's recommendation, then staff recommends providing language to indicate that approval or denial is based on compatibility with the surrounding neighborhood.

**Public Notice**

As required by the RDC, notice of this public hearing was published in the *Rowlett Lakeshore Times* on Thursday November 20, 2014.

## **FINANCIAL IMPACT/BUDGET IMPLICATIONS**

N/A

## **RECOMMENDED ACTION**

Staff recommends that the City Council approve an ordinance amending the RDC as follows:

*"Single tenant monument and wall signs as permitted in Table 5.12-1, Specific Sign Regulations, may be permitted for nonresidential uses allowed in residential districts."*

## **ORDINANCE**

**AN ORDINANCE OF THE CITY OF ROWLETT, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING SECTION 77-512(E)(1) OF CHAPTER 77-500 ("DEVELOPMENT AND DESIGN STANDARDS") OF CHAPTER 77 ("DEVELOPMENT CODE") TO AMEND SUBPART (1) OF SUBSECTION (E) TO PROVIDE FOR AN EXCEPTION FOR SINGLE-TENANT MONUMENT AND WALL SIGNS; PROVIDING A REPEALING CLAUSE; PROVIDING A SAVINGS CLAUSE; PROVIDING A SEVERABILITY CLAUSE; PROVIDING A PENALTY OF FINE NOT TO EXCEED THE SUM OF TWO THOUSAND DOLLARS (\$2,000) FOR EACH OFFENSE; AND, PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Planning and Zoning Commission of the City of Rowlett and the governing body of the City of Rowlett, in compliance with the laws of the State of Texas and the ordinances of the City of Rowlett, have given the requisite notices by publication and otherwise, and have held public hearings and afforded a full and fair hearing and where the governing body in the exercise of its legislative discretion has concluded that the Zoning Ordinance of the City of Rowlett should be amended.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROWLETT, TEXAS:**

**SECTION 1.** That subpart (1) of subsection (E) of Section 77-512 of Chapter 77-500 ("Development and Design Standards") of Chapter 77 ("Development Code") be and is hereby amended to read in its entirety as follows:

### **"CHAPTER 77**

#### **DEVELOPMENT CODE**

...

#### **CHAPTER 77-500. DEVELOPMENT AND DESIGN STANDARDS**

...

**Sec. 77-512. Signs.**

...

E. *Signage regulations by type.* Specific regulations for each sign type and its corresponding permissible zoning district are outlined in the tables below.

...

1. *Signs allowed in specific zoning districts.* The type of signs allowed in specific zoning districts are described in this section. It is unlawful for any person to erect or maintain any sign in a zoning district mentioned in this section unless such sign is of a type specifically allowed in such district. Table 5.12-2 below lists the signs allowed by zoning district. Exception: Single tenant monument and wall signs as permitted in Table 5.12-1, Specific Sign Regulations, may be permitted by the director for nonresidential uses allowed in residential districts.

...”

**SECTION 2.** That all ordinances of the City of Rowlett, Texas, in conflict with the provisions of this ordinance be and the same are hereby repealed and all other ordinances of the City of Rowlett not in conflict with the provisions of this ordinance shall remain in full force and effect.

**SECTION 3.** That an offense committed before the effective date of this ordinance is governed by the prior law and the provisions of the Code of Ordinances, as amended, in effect when the offense was committed and the former law is continued in effect for this purpose.

**SECTION 4.** 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 hereof other than the part so decided to be invalid, illegal or unconstitutional, and shall not affect the validity of the Code of Ordinances as a whole.

**SECTION 5.** That any person, firm or corporation violating any of the provisions or terms of this ordinance shall be subject to the same penalty as provided for in the Code of Ordinances of the City of Rowlett, as heretofore amended, and upon conviction shall be punished by a fine not to exceed the sum of two-thousand dollars (\$2000.00) for each offense, and each and every day such violation shall continue shall be deemed to constitute a separate offense.

**SECTION 6.** That this ordinance shall take effect immediately from and after its passage and the publication of the caption, as the law and Charter in such case provide.

**ATTACHMENTS**

Attachment 1- Rowlett Development Code Strikethrough and Underline

*Section 77-512. Signs.*

*E. Signage regulations by type.* Specific regulations for each sign type and its corresponding permissible zoning district are outlined in the tables below.

...

1. *Signs allowed in specific zoning districts.* The type of signs allowed in specific zoning districts are described in this section. It is unlawful for any person to erect or maintain any sign in a zoning district mentioned in this section unless such sign is of a type specifically allowed in such district. Table 5.12-2 below lists the signs allowed by zoning district. *Exception: Single tenant monument and wall signs as permitted in Table 5.12-1, Specific Sign Regulations, may be permitted by the director for nonresidential uses allowed in residential districts.*