Duncanville City Council Meeting Agenda

City Council Briefing Room and City Council Chamber
Duncanville City Hall
203 E. Wheatland Road
Duncanville, TX 75116
(972) 780-5017

Tuesday, April 16, 2024
6:00 P.M. - Work Session/Briefing
7:00 P.M. - Regular Session
or immediately following the 6:00 pm Work Session/Briefing

City of Duncanville City Council meetings are available to all persons regardless of disability. The City of Duncanville offers Hearing Assistance Receivers for use during City Council Regular Sessions. If you require special assistance, please contact the City Secretary at (972)780-5017 or write 203 E. Wheatland Road, 75116, or by calling through a T.D.D. (Telecommunication Device for the Deaf) to Relay Texas at 1-800-735-2989 at least 48 hours in advance of the meeting.

As authorized by Section 551.071 of the Texas Government Code, this meeting may be convened into closed Executive Session for the purposes of seeking confidential legal advice from the City Attorney on any item on the agenda at any time during the meeting.

Pursuant to Texas Government Code 551.127, one or more members of the governing body may appear via videoconference call. The presiding officer and a quorum of the City Council will be physically present at this meeting.

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

SUPPLEMENTAL NOTICE OF MEETING BY VIDEO CONFERENCE

In accordance with an Order of the Office of the Governor issued on March 16, 2020, as extended, the City Council for the City of Duncanville, Texas will conduct a City Council Regular Meeting in person, broadcast by website and social media channels, and by video conference at 6:00 pm on Tuesday, April 16, 2024 in order to advance the public health goal of limiting face-to-face meetings (also called “social distancing”) in an effort to slow the spread of the Coronavirus (COVID-19) pandemic.

This is an open meeting conducted in-person and will be broadcast by website and social media channels.

Due to limited seating in council chambers, persons or participants may participate by live broadcast via Swagit in order to maintain safe social distance as provided in this notice.

To view the live meeting or previous meetings click on the link below.
https://duncanvilletx.new.swagit.com/views/454/

To submit a comment via email the following information is required:

- Submit a comment by 4:00 p.m. on Tuesday, April 16, 2024.
- Email city.secretary@duncanvilletx.gov
- Email title: Public Comment – Tuesday, April 16, 2024
- First Name, Last Name, and Address

WORK SESSION / BRIEFING

1. DISCUSS AGENDA ITEMS

2. CITY COUNCIL CALENDAR

3. BRIEFINGS / PRESENTATIONS

A. Review current Boards and Commissions processes and possible updates — 6 - 26
Boards and Commissions Update

EXECUTIVE SESSION

REGULAR SESSION - CONVENE INTO THE COUNCIL CHAMBERS (7:00 P.M. OR IMMEDIATELY FOLLOWING THE 6:00 PM WORK SESSION/BRIEFING)

CALL TO ORDER
INVOCATION
PLEDGES - PLEDGE OF ALLEGIANCE; TEXAS PLEDGE OF ALLEGIANCE

1. REPORTS

The Mayor’s Report, the Councilmembers' Reports, and the City Manager's Report are informational only. There is no Council deliberation or action taken on any of these items.

A. Mayor's Report.

B. Councilmembers' Reports

C. City Manager's Report.

2. PROCLAMATIONS AND PRESENTATIONS

None

A. Presentation of 2024 Best Southwest Scholarship award winner — 27 - 28
Best Southwest Scholarship

B. Proclamation recognizing May 2, 2024 as National Day of Prayer in Duncanville — 29 - 31
National Day of Prayer Proclamation

C. Champion of the City presentation — 32
Champion of the City

D. Proclamation for Crime Victims’ Rights Week, April 21 - 27, 2024. — 33 - 37
Proclamation for Crime Victims’ Rights Week

E. Proclamation in recognition of Earth Day in Duncanville 2024. — 38 - 41
Proclamation in recognition of Earth Day in Duncanville 2024

3. CITIZENS' INPUT

In-person citizen comments will be heard during the Regular Session. In keeping with the City Council's Rules of Procedure adopted on October 18, 2022, electronic mail comments will no longer be read aloud. Paper copies will be provided to the City Council at the dais. The comments will be made a part of the public record in the minutes.

"Pursuant to Section 551.007 of the Texas Gov't Code, any member of the public has the opportunity to address the City Council concerning any matter of public business or any posted agenda item; however, the Act prohibits the City Council from deliberating any issues not on the public agenda and such non-agenda issues may be referred to City staff for research and any future action; all persons addressing are subject to council adopted rules and limitations permitted by law"

At this time, two-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. In accordance with the Texas Open Meetings Act, the City Council cannot discuss issues raised or make any decisions at this time. Issues may be referred to City Staff for research and possible future action.

4. CONSENT AGENDA

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

A.	Consider a resolution authorizing the City Manager to officially register the City of Duncanville for the designation of Sister City with the City of Monasterolo di Savigliano, Italy, through Sister City International, at such date as may be appropriate, and to coordinate the official recognition with the appropriate elected officials and representatives of Duncanville and Monasterolo di Savigliano; and, providing for an effective date. Official Sister City Recognition	42 - 45
B.	Council to consider a resolution approving an agreement with Matrix Consulting Group to conduct a public safety operational analysis for Police and Fire with an expenditure amount not to exceed $134,900.00; authorizing the City Manager to execute all documents required for such agreement; and establishing an effective date. Matrix Consulting - Public Safety Operational Analysis	46 - 129
C.	Consider a resolution approving a contract with Withum, Smith, & Brown, PC in an expenditure amount not to exceed $80,000.00. Withum, Smith, & Brown, PC	130 - 132
D.	Consider an ordinance amending the FY 2023-2024 budget by appropriating fleet replacement fund balance and amending expenditures for fleet replacements. FY 2024 Budget Amendment - Fleet Replacements	133 - 137

E. Consider a Resolution authorizing the award of RFB 24-0015 Oriole Blvd Sidewalk Improvements to Meca Construction LLC through the City's competitive bid process for sidewalk improvements on Oriole Blvd with a contract amount of $487,834.45; and an additional appropriation of $48,783.45 as a project contingency for a total amount not to exceed $536,617.90. 138 - 145

Oriole Blvd Sidewalk Improvements Project

F. Consider a Resolution authorizing an agreement with Environmental Group Southwest (EGSW) for grease and odor bioremediation products via sole source procurement for a one-year term, with the option to renew for up to four additional one-year terms for a total contract amount not to exceed $125,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation. 146 - 155

Sanitary Sewer Grease and Bioremediation Contract

G. Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with Curtco, Inc., for pavement crack and joint sealing services through City of Grand Prairie Contract 21186 R2 in an estimated expenditure amount of $150,000.00. 156 - 165

Pavement Crack and Joint Sealing Services

H. Consider a Resolution awarding RFP 24-0016 Traffic Operations Construction and Maintenance Services to Yunex LLC through the City's competitive proposal process for traffic infrastructure construction and maintenance services; and authorizing a contract for a three-year term with the option to renew for up to three additional one-year terms for a total contract amount not to exceed $3,576,505.00 over the six years, subject to the exercise of a contract renewal and City Council appropriation. 166 - 171

Traffic Operations Construction and Maintenance Services

I. Consider a resolution authorizing the procurement of a 2024 Ford F-550 Brushfighter Small Brush Truck from Daco Fire Equipment Through Buy Board Cooperative Purchasing Agreement #651-21, in the expenditure amount of $236,789.00; authorizing the City Manager to execute the necessary documents; and providing for an effective date. 172 - 271

Purchase of a Ford F-550 4x4 Brushfighter Small Brush Truck from Daco Fire Equipment

J. Consider a Resolution authorizing the purchase of two vehicles that will be used in support of the Police Department’s Criminal Investigations Division, with an amount not to exceed $105,000.00. 272 - 276

Vehicles - CID

5. ITEMS FOR INDIVIDUAL CONSIDERATION

A. Take any necessary action as a result of the Executive Session.

B. Consider a resolution authorizing approval of incentive grants by the Duncanville Community & Economic Development Corporation (DCEDC) to DW Cedar Ridge, LLC, in an amount not to exceed $103,747 for buildings located at 102-110 N Cedar Ridge., Duncanville, Texas, 75116. 277 - 294

DCEDC Design Incentive Grant-DW Cedar Ridge, LLC

C. Consider a resolution authorizing approval of incentive grants by the Duncanville Community and Economic Development Corporation (DCEDC) to DS0910 Smoothies, LLC, in an amount not to exceed $163,000.00 for a building located at 103 N. Cedar Ridge Drive, Ste. 100, Duncanville, Texas, 75116 — 295 - 313

DCEDC Grant - DS0910 Smoothies, LLC -- 103 North Cedar Ridge Drive, Ste. 100

6. STAFF AND BOARD REPORTS

A. Receive Duncanville Fire Department Quarterly Report — 314 - 325

Fire Department Quarterly Report

ADJOURNMENT

I, the undersigned authority, do hereby certify that this Notice of Meeting was posted in accordance with the regulations of the Texas Open Meetings Act on the bulletin board located outside the entrance to the City of Duncanville City Hall, next to the entryway doors, a place convenient and readily accessible to the general public, as well as to the City's website www.duncanvilletx.gov and said Notice was posted **by** the following date and time: **Thursday, April 11, 2024, by 6:00 P.M.** and remained posted for at least two hours after said meeting was convened.

Chiquita Taylor, City Secretary

"Guns prohibited on these premises by state law unless licensed under Chapter 411, Tex. Gov. Code. Section 46.035 Texas Penal Code."

"Las armas de fuego están prohibidas en estas instalaciones por la ley estatal a menos que estén autorizadas bajo el Capítulo 411 del Código de Gobierno de Texas. Sección 46.035 del Código Penal de Texas."

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Review current Boards and Commissions processes and possible updates

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Re-Imagine: High Quality of Life**
  - **Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.**

STAFF RESPONSIBLE:
Chiquita Taylor, City Secretary

BACKGROUND/HISTORY:
N/A

POLICY EXPLANATION:
Review current Boards and Commissions processes and possible updates

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
1. Other actions as directed by Council.

ATTACHMENTS:
Boards and Commissions Update
Ordinance No 2454 - Boards and Commissions - Admin - repeal and replace
Reso No 2017-052 - Establishing the Neighborhood Vitality Commission

Boards and Commissions Update

Board	No. of Members	Terms Length	Vacancies
Planning and Zoning	7	2 years	0
Zoning Board of Adjustment	5 + 2 alternates	2 years	0
Parks and Recreation Advisory Board	7	2 years	1
Library Board	7	2 years	3
Sign Control Board	7	2 years	3
Duncanville Community & Economic Development Corp. (DCEDC)	7	2 years	1
TIF (Tax Increment Financing Reinvestment Zone Number One)	5	2 years	2
Keep Duncanville Beautiful	7	2 years	3
Neighborhood Vitality Commission	7	2 years	3
Civil Service Commission	3	3 years	0
Audit Committee	5		1
Arts Commission	9	3 years	0
Community Engagement Board	7	2 years	1
Multicultural Commission	12	2 years	10
Regional Animal Shelter Board	1	2 years	0

Updated: 04-10-2024

ORDINANCE NO. 2454

AN ORDINANCE OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE CODE OF ORDINANCES BY AMENDING CHAPTER 2 'ADMINISTRATION', BY REPEALING ARTICLE I. 'IN GENERAL' SECTIONS 2-1, 2-2, 2-3 AND 2-4 AND RESERVE FOR FUTURE USE; BY ADDING NEW ARTICLE V 'BOARDS AND COMMISSIONS' TO PROVIDE FOR LIST OF DIFFERENT BOARDS, APPOINTMENTS, QUALIFICATIONS, ESTABLISHMENT, MEMBERSHIP AND OTHER DUTIES; PROVIDING A PENALTY CLAUSE; AND PROVIDING SEVERABILITY, EFFECTIVE DATE AND OPEN MEETINGS CLAUSES.

WHEREAS, the City of Duncanville, Texas (the "City") desires to amend their Administration of different boards; and

WHEREAS, the City Council finds that it is necessary to amend the current provisions for the administration of the boards of the City of Duncanville.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. That the City Council of the City of Duncanville, Texas hereby approves and amends the Code of Ordinances, Chapter 2 "Administration", by repealing Article I "In General", Sections 2-1, 2-2, 2-3 and 2-4 and reserve for future use to hereinafter read as follows:

"CHAPTER 2 – ADMINISTRATION

ARTICLE I. – RESERVED

Sec. 2-1. through 2-4 (Reserved)"

SECTION 2. That the City Council of the City of Duncanville, Texas hereby approves and amends the Code of Ordinances, Chapter 2 "Administration", by adding Article V. Boards and Commission, to hereinafter read as follows:

"CHAPTER 2 – ADMINISTRATION

ARTICLE I. – RESERVED

. . . . .

ARTICLE V. BOARDS AND COMMISSIONS

Sec. 2-100. Arts Commission

a) Organization

The Arts Commission of the City of Duncanville shall consist of nine (9) regular members appointed by the City Council, who shall serve three-year terms, and shall be organized and shall exercise such powers and responsibilities as prescribed by all City Council Ordinances relating to the Duncanville Arts Commission.

b) Officers

A Chairperson and Vice Chairperson shall be elected annually from among the Commission's membership at the first meeting in October and at such times as these offices become vacant. In the absence of both the Chairperson and the Vice Chairperson, the Commission shall elect an Acting Chairperson. A secretary shall be appointed from staff personnel assigned by the City's chief executive officer.

c) Duties and Powers

1. (aa) The Commission shall solicit applications for arts events, review and hear requests for funding, schedule interviews, and adopt guidelines and criteria for applicants requesting funding. The Commission will advise the City Council on the expenditure of the hotel/motel tax allocation for the arts. The Arts Commission Chairman, or an alternate representative as designated by the chairman, shall attend all City Council workshops and meetings at which Arts Commission issues are discussed or considered.

   (bb) The Commission may also seek and administer funding by state, federal, and private grants, gifts, and admission fees as provided herein. They may also decline acceptance of any state, federal, private grant, donation or gift which is subject to terms or conditions which are not acceptable to or performable by the Commission.

   (cc) The Commission may itself produce and promote a cultural/arts event or projects in addition to and apart from its role as a funding source for Arts Commissions Grants to other groups and individuals. Events or projects may also include a public permanent art component.

2. The Chairperson shall preside at all meetings. The Chairperson shall decide on all points of order or procedure in accordance with these rules and regulations and the Scott, Foresman Roberts Rules of Order, the most current edition. All letters of transmittal from the Commission to the City Council shall be over the signature of the Chairperson.

3. The secretary shall be the custodian of the minutes and other official records, shall attend to the correspondence of the Commission, and shall cause such notices to be given as are required and in the manner prescribed by law.

4. The Committee shall submit their Annual Advisory Report along with a presentation to the City Council prior to Council's budget consideration, every June of each year.

5. The Arts Commission will keep the City Council informed of all activities throughout the year.

d) Mission Statement

The Mission of the Arts Commission of the City of Duncanville shall advise City Council to consider:

1. To develop community arts program that will enhance tourism and hotel/motel use, through the arts;

2. To encourage an increase in quality arts programs available to the citizens of the City of Duncanville;

3. To stimulate an interest in the local arts of all cultures and minority groups especially ensuring access for seniors and disabled citizens;

4. To encourage exposure to the arts for school-age citizens;

5. To preserve and develop the arts and to maximize the quality of the arts and their contributions to our City's culture;

6. To recommend the equitable distribution of resources from the public and private sectors necessary to accomplish the mission; and

7. To produce and promote activities which accomplish this mission.

Sec. 2-101. Animal Control/Tri-Cities Animal Shelter Board

The City of Duncanville entered into an interlocal agreement by and among City of Desoto and Cedar Hill for the use of the Tri-City Animal Shelter. The City Council shall appoint one (1) member of the Tri-City Animal Shelter Board to serve a two-year term. The duties of the board are established by the Interlocal Agreement and shall govern its proceedings herein.

Sec. 2-102. Community Engagement Advisory Board

a) The Community Engagement Advisory Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b) That the Community Engagement Advisory Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c) Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Community Engagement Advisory Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d) The Communications and Marketing Administrator or Specialist shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e) This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f) The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g) A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h) The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-103. Library Board

a. The Library Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b. That the Library Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c. Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Library Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d. The Library Director or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e. This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g. A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h. The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-104. Parks and Recreation Board

a. The Parks and Recreation Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b. That the Parks and Recreation Board shall consist of seven (7) members, appointed for two-year terms. Board members must be residents or stakeholders in the City of Duncanville.

c. Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Parks and Recreation Board, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d. The Parks and Recreation Director or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e. This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g. A President shall preside over meetings of the Board, and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h. The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-105. Planning and Zoning Commission

a) There is hereby created a city planning and zoning commission consisting of seven regular members, each of which is appointed by the City Council and serves for a term of two years.
b) The city council may remove a commission member for cause on a written charge after a public hearing. A vacancy on the commission shall be filled for the unexpired term.
c) The planning and zoning commission, which shall also be known as the city plan commission, shall exercise the powers authorized by chapter 211 of the Local Government Code and by appendix A, the zoning ordinance, to this Code.
d) In connection with the adoption of amendments to the comprehensive zoning ordinance and zoning map, when directed by the City Council by resolution duly adopted by the City Council, the city planning and zoning commission and City Council may hold a joint hearing, or hearings, as authorized by V.T.C.A. Local Government Code, § 211.007(b). All notices required to be given by section 211.006(a) and section 211.007(c) shall be given and provided for prior to such public hearing or hearings.
The city council shall not take action until it has received the final report of the city plan commission.

Sec. 2-106. Zoning Board of Adjustment

See Chapter 23, Article 5, Section 5.03 City of Duncanville Code of Ordinances which govern the establishment, membership, vacancies and authority of the board.

Sec. 2-107. Neighborhood Vitality

Reserved.

Sec. 2-108. Keep Duncanville Beautiful

a) The Keep Duncanville Beautiful Board consists of residents and community stakeholders collaborating to advise and create opportunities to strengthen our

community. The Board recommends policies, procedures and practices that support the City of Duncanville.

b) That the Keep Duncanville Beautiful Board shall consist of seven (7) members, appointed for two-year. Board members must be residents or stakeholders in the City of Duncanville.

c) Continuance of membership on the Board shall be contingent upon regular attendance at Board meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

d) The Parks and Recreation Superintendent or designee shall act as Board liaisons, who shall serve as an ex-officio member and secretary. Members of the Board may be reelected if they remain on the Board.

e) This Board shall establish a time and date for Board meetings and adopt procedures for these meetings. The Board can hold as many meetings as necessary to complete its purpose but shall hold at least six meetings per year.

f) The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

g) A President shall preside over meetings of the Board and shall represent the Board before the City Council or City Administration on matters which have majority vote approval of the Board. The President shall also establish such committees as are necessary for the conduct of the Board's business.

h) The Vice President shall assist the President in directing the affairs of the Board.

Sec. 2-109. Sign Board

(a) Creation. There is hereby established a *sign* control *board* consisting of seven members.

(b) Qualifications. Members shall be residents of the city and/or business or property owners, and registered voters.

(c) Term. Members shall be appointed by the City Council for a period of two years. A member shall be eligible for reappointment but may not serve in excess of six consecutive years unless a longer term is approved by the City Council. In the event of a vacancy, the City Council shall appoint a member to serve the unexpired term. In the event a replacement or reappointment has not been made at the end of a member's designated term, said member will continue to serve until reappointed or replaced. Members may be removed for cause by the City Council.

(d) Compensation. Members shall serve without compensation.

(e) Quorum. A majority of members, which is four members, shall constitute a quorum. In the event of the absence of the chairman and vice-chairman, the four members constituting the quorum shall elect for that meeting a member to preside as acting chairman and assume the duties of chairman.

(f) Voting. All motions shall be decided by a simple majority of the members present. A tie vote shall constitute failure of the motion.

(g) Meetings. All meetings shall be open to the public. The *board* shall establish the dates, time and place of meetings.

(h) Records. All proceedings of the *sign* control *board* shall be recorded in minutes of meetings and such minutes approved and made a matter of public record.

(i) Powers and duties. The *sign* control *board* shall have the following powers and perform the following duties:

(1) The City Council authorizes the *sign* control *board* to sit as a *board* of appeals in public hearings with regard to this chapter. In considering requests for variances from this chapter, the *sign* control *board* shall have the following powers and perform the following duties:

a. Consider, but not limited to:

1. The degree of variance,

2. Reason(s) for variance,

3. Location of variance,

4. Duration of variance,

5. Effect of the variance on public safety,

6. Protection of neighborhood property,

7. Degree of hardship or injustice involved,

8. Proximity of existing nonconforming *signs* to the location of the requested variance, as well as the height and area of such *signs*, and

9. The effect of the variance on the general plan for signage within the city.

b. The *sign* control *board* shall:

1. Grant the variance requested, or

2. Grant a variance of lesser nature than requested, or

3. Deny the variance requested.

(2) All action on variance requests shall be submitted to the City Council for review, and such decisions of the *board* shall become final unless reversed or modified by the City Council at the second regular City Council meeting following the *sign* control *board* meeting at which formal action was taken by the *board*. In reviewing the action of the *board*, or variance requests, the City Council shall consider the records made at the hearing before the *sign* control *board*.

(3) The *sign* control *board* may conduct continuing studies of *sign* ordinances in neighboring municipalities as well as other cities where such study will assist in upgrading the function of signage within the city and make recommendations to the City Council where appropriate.

(4) The *sign* control *board* may conduct a review of all nonconforming *signs* and variances granted and determine their desirability and effects upon the neighborhood and city and make recommendations to the City Council where appropriate.

(5) The *sign* control *board* may evaluate the benefits and disadvantages of new *signing* techniques.

(6) The *sign* control *board* may discuss the planning of signage in new or existing developments upon request of the developer.

(7) The *sign* control *board* shall conduct studies and prepare opinions or general plans as requested by the city council.

(8) The *sign* control *board* shall perform any duties specified elsewhere in this chapter.

(9) The *sign* control *board* may, from time to time, recommend to the City Council any changes or amendments to this chapter.

(10) Requests for placement of permanent *signs* on property owned by the city may only be considered by the City Council.

(11) In any case in which a permitted *sign* has been erected and is found by the building official to be unacceptable with regard to its construction or appearance, the building official may refer the matter to the *sign* control *board*, which shall determine whether the *sign* may remain as erected, must be changed, or must be removed.

Sec. 2-110. Duncanville Community and Economic Development Corporation

Reserved.

Sec. 2-111. Duncanville Civil Service Commission

The Civil Service Commission of the City of Duncanville shall consist of three (3) regular members appointed by the City Manager and confirmed by the City Council, who shall serve three-year terms, and shall be organized and shall exercise such powers and responsibilities as prescribed by Chapter 43, Sections 143.001 et seq of the Texas Local Government Code.

Sec. 2-112. Multicultural Commission

a. There is hereby created the Multicultural Commission to be an advisory committee created to provide the community citizen participation and engagement

b. That the Multicultural Commission will be created for the purpose of establishing a partnership with the community to have the most engaged citizenry in America; developing an image as a family-oriented community locally and regionally; developing a brand for the community focusing on the goal creating a sustainable multicultural community to enhance sports, tourism and community cooperation and developing ways to encourage all citizens to become more engaged in Duncanville; promote citizen participation and engagement in government; and to foster cooperative relationships among citizens in order to fulfill the needs and desires of Duncanville's diverse community.

c. That the Multicultural Commission shall consist of twelve (12) members, appointed for staggered two-year terms. Board members must be residents of the City of Duncanville which shall have a minimum of three African American, three Latinx and three women. The twelve-member board shall serve staggered two-year terms; the City Council shall appoint five two-year terms and four one-year terms; thereafter all members shall be appointed to two-year terms.

d. Continuance of membership on the Partnership shall be contingent upon regular attendance at Partnership meetings as provided by the Code of Ordinances.

e. Each year at the first meeting after newly named appointees have been seated on the Multicultural Commission the Board shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as Partnership liaison, who shall serve as an ex-officio member and secretary. Officers may be reelected as long as they remain on the Board.

f. This Partnership shall establish a time and date for Partnership meetings and adopt procedures for these meetings. The Partnership can hold as many meetings as

necessary to complete its purpose, but shall hold at least six meetings per year. The members of the Board may meet as an executive committee of three members to focus on issues for the African American, Latinx and woman on specific project and/or issues for recommendations to the Board or City Council.

g. The President shall preside over meetings of the Board, and shall represent the Partnership before the City Council or City Administration on matters which have majority vote approval of the Partnership. The President shall also establish such committees as are necessary for the conduct of the Partnership's business.

h. The Vice President shall assist the President in directing the affairs of the Partnership. In the absence of the President, the Vice President shall assume the duties of the President.

Sec. 2-113 through 2-149 Reserved

Sec. 2-150. Appointments to all boards and commissions.

Members and alternate members of the Arts Commission, Animal Control/Tri-Cities Animal Shelter Board, the Community Engagement Advisory Board, Library Board, Parks and Recreation Board, Planning and Zoning Commission, Zoning Board of Adjustment, Neighborhood Vitality, Keep Duncanville Beautiful, Sign Board, Duncanville Community and Economic Development Corporation, Duncanville Civil Service Commission, and the Multicultural Commission shall be appointed and serve in accordance with the following procedures:

A. Members and alternate members shall be appointed by the City Council for a term of two years with an effective date of September 1.
B. Each member of a board or commission shall serve until the appointment of a successor member of such board or commission by the City Council, or until the City Council accepts his/her resignation. A vacancy in an unexpired term shall be filled by the City Council for the remainder of the term.
C. No member or alternate member of such boards or commissions shall be eligible to serve for more than three consecutive two-year terms. Service of a partial term shall not disqualify a person from serving three consecutive two-year terms. The City Council, by unanimous vote, may waive the three successive full-term limitation.
D. At the request of any member of the City Council, candidates may be interviewed by members of the City Council at a workshop meeting specially called for such purpose. Board and commission interview guidelines will be established by resolution of the City Council. Upon completion of the interviews, the City Council will meet and discuss applications.
E. Once board and commission appointments have been completed the City Council will meet with each board and commission to discuss goals and objectives.

Sec. 2-151 Qualifications for service on all boards and commissions.

The following requirements are hereby established for service on a board or commission:

A. Members of the planning and zoning commission, board of adjustment, park and recreation advisory board, library advisory board, and Duncanville Community and Economic Development Corporation (4B board) shall be residents of the city and registered voters.
B. Members of the sign control board and Keep Duncanville Beautiful Board shall be residents of the city and/or business or property owners, and registered voters.
C. Members of the regional animal shelter board shall be registered voters.
D. Members of all boards and commissions shall not be delinquent in the payment of ad valorem taxes, except for the duration of a timely protest in accordance with law, and shall not be delinquent in the payment of any fine owing to the city.
E. Council shall strive to appoint a board or commission member from each district and at-large council place."

SECTION 3. *Severability.* If any section, article, paragraph, sentence, clause, phrase or word in this Ordinance, or application thereto any persons or circumstances is held invalid or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance; and the City Council hereby declares it would have passed such remaining portions of this Ordinance despite such invalidity, which remaining portions shall remain in full force and effect.

SECTION 4. *Amendment of Ordinances*. That all provisions of the Ordinances of the City of Duncanville, Texas, conflicting with the provisions of this Ordinance be, and the same are hereby amended, repealed, and all other provisions of the Ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 5. *Savings Clause.* All rights and remedies of the City are expressly saved as to any and all violations of the provisions of any ordinances affecting dangerous and substandard buildings within the City which are pending or have accrued at the time of the effective date of this Ordinance; and, as to such accrued violations and all pending litigation, both civil and criminal, whether pending in court or not, under such ordinances, same shall not be affected by this Ordinance but may be prosecuted until final disposition by the courts. Any persons serving on any boards or commission provided in this Ordinance shall continue to service until their respective terms expire, they resign and their replacement and appointment.

SECTION 6. *Effective Date.* This Ordinance shall become effective from and after its date of passage in accordance with law.

SECTION 7. *Open Meeting.* It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public as required and that public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551, Texas Government Code.

DULY ORDAINED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 20th day of September, 2022.

APPROVED:

Barry L. Gordon, Mayor

ATTEST:

Kristin Downs, City Secretary

APPROVED AS TO FORM:

Robert E. Hager, City Attorney

CITY OF DUNCANVILLE TEXAS

RESOLUTION NO. 2017-052

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, REPEALING RESOLUTION 2015-020326 PREVIOUSLY ADOPTED AND REPLACING IT WITH RESOLUTION NO. 2017-052 ESTABLISHING THE NEIGHBORHOOD VITALITY COMMISSION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 26th and 27th, 2014, after the FY 2015 and Planning Year 2016 Budget was adopted, the City Council met at their annual retreat and began a journey, envisioning a bright and vibrant future for the Citizens of Duncanville; and

WHEREAS, the City Council passed Resolution No. 2015-020326, establishing the Duncanville Neighborhood Vitality Commission, with a Sunset Provision of August 30, 2017; and

WHEREAS, the City Council desires the Neighborhood Vitality Commission to remain a viable commission and continue the positive initiatives begun by the Commission; and

WHEREAS, the City Council also desires to amend the mission and structure of the Neighborhood Vitality Commission; and

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

SECTION 1. That the City Council of the City of Duncanville does hereby repeal and replace Resolution 2015-020326, with this Resolution 2017-052 to establish the Duncanville Neighborhood Vitality Commission.

SECTION 2. That the City Council of the City of Duncanville does hereby create the Duncanville Neighborhood Vitality Commission to be an ad-hoc committee created to address a specific need in the community.

SECTION 3. That the Duncanville Neighborhood Vitality Commission will be created for the purpose of educating and empowering Duncanville citizens on the civic responsibility required to have sustainable housing values; determine ways to preserve the character of the 1940's-1950's housing options available in Duncanville to ensure sustainable housing values for all citizens; serve as members of the Duncanville Land Bank Board; and to seek ways to further the City Council goal of creating high quality neighborhoods and parks.

SECTION 4. That the Duncanville Neighborhood Vitality Commission shall consist of seven (7) members; with three (3) members serving until August 30, 2018

and four (4) members serving until August 30, 2019; and then staggered terms thereafter. Commission members must be residents of the City of Duncanville.

SECTION 5. Continuance of membership on the Commission shall be contingent upon regular attendance at commission meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Duncanville Neighborhood Vitality Commission, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

SECTION 6. Each year at the first meeting after newly named appointees have been seated on the Duncanville Neighborhood Vitality Commission, the Commission shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as commission liaison, who shall serve as an ex-officio member and secretary. Officers may be re- elected as long as they remain on the Commission.

SECTION 7. This commission shall establish a time and date for commission meetings and adopt procedures for these meetings. The commission can hold as many meetings as necessary to complete its purpose, but shall hold at least six meetings per year.

SECTION 8. The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

SECTION 9. The President shall preside over meetings of the Commission, and shall represent the Commission before the City Council or City Administration on matters which have majority vote approval of the commission. The President shall also establish such committees as are necessary for the conduct of the Commission's business.

SECTION 10. The Vice President shall assist the President in directing the affairs of the Commission. In the absence of the President, the Vice President shall assume the duties of the President.

SECTION 11. This resolution shall become effective immediately upon its passage.

TM88077

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 18th day of July, 2017.

APPROVED:

David L. Green

David L. Green, Mayor

ATTEST:

Kristin Downs for

Mary E. Jones, City Secretary

APPROVED AS TO FORM:

Alexis G. Allen, w/ permission

Robert E. Hager, City Attorney

TM88077

Exhibit A

RESOLUTION NO. 2015-020326

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, ESTABLISHING THE DUNCANVILLE NEIGHBORHOOD VITALITY COMMISSION, WITH A SUNSET PROVISION OF AUGUST 30, 2017; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on September 26th and 27th, 2014, after the FY 2015 and Planning Year 2016 Budget was adopted, the City Council met at their annual retreat and began a journey, envisioning a bright and vibrant future for the Citizens of Duncanville; and

WHEREAS, City Council came together as a team and developed a framework for the City of Duncanville that, like the organizational framework, will stand the test of time and keep the City of Duncanville guided on a path towards a future that previously was unobtainable. The cornerstone of this framework includes the following **Mission Statement**: *Build a vibrant, inclusive community, driven by a commitment to democratic principles and service above self; and*

WHEREAS, the Council also adopted a set of **values** that act as the 'lenses' through which any and all strategic, public-policy actions must be viewed and carried out. These values are: *Honesty, Fairness, Integrity, Service above Self, Accountability, Transparency; and*

WHEREAS, the Council also adopted **Four Pillars** that support the Mission Statement and serve to frame future Council decision-making and organizational action to achieve the long-term mission that will see Duncanville to its bright and vibrant future: These four pillars are: *(1) Most engaged citizens in America; (2) Best housing values in Texas; (3) Be the basketball capital of Texas; (4) Be the "edutainment" capital of Texas; and*

WHEREAS, the Council also adopted **Five Bold Steps** to achieve the Four Pillars: *(1) Develop a virtual reality park, including an iDome; (2) Engage 6% of the population (2340) in conversations; (3) Develop a marketing plan to brand Duncanville as the "City of Champions," including a national sports brand partnership; (4) Preserve the character of the 1940's and 50's neighborhoods to ensure sustainable housing values for all citizens; (5) Develop a "forward-thinking" FY 2020 communication plan; and*

WHEREAS, the City Council actively encouraged its' citizenry to participate in the Boards & Commission application process to create an inclusive voice for Duncanville's multi-cultural community. Through a diverse and inclusive voice from our Boards and Commissions, the City Council hopes to bridge the gap between Citizen and City Council, forging the future of Duncanville; and

Exhibit A

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

Section 1: That the City Council of the City of Duncanville does hereby create the Duncanville Neighborhood Vitality Commission to be an ad-hoc committee created to address a specific need in the community.

Section 2: That the Duncanville Neighborhood Vitality Commission will be created for the purpose of educating and empowering Duncanville citizens on the civic responsibility required to have sustainable housing values; determine ways to preserve the character of the 1940's – 1950's housing options available in Duncanville to ensure sustainable housing values for all citizens; and serve as members of the Duncanville Land Bank Board.

Section 3: That the Duncanville Neighborhood Vitality Commission shall consist of five (5) members, appointed for a two year term to expire August 30, 2017. Commission members must be residents of the City of Duncanville.

Section 4: Continuance of membership on the Commission shall be contingent upon regular attendance at commission meetings. If as many as three meetings are missed in one calendar year without valid reason, the member shall be automatically divested of membership on the Duncanville Neighborhood Vitality Commission, and a vacancy declared, to be filled for the remainder of the term by appointment of the City Council.

Section 5: Each year at the first meeting after newly named appointees have been seated on the Duncanville Neighborhood Vitality Commission, the Commission shall elect a president and a vice-president among its membership. The City Manager shall designate a staff member as commission liaison, who shall serve as an ex-officio member and secretary. Officers may be re-elected as long as they remain on the Commission.

Section 6: This commission shall establish a time and date for commission meetings and adopt procedures for these meetings. The commission can hold as many meetings as necessary to complete its purpose, but shall hold at least six meetings per year.

Section 7: The secretary shall keep an accurate record of proceedings of the meetings. Minutes of the meeting shall be approved at the next following meeting. Copies of the minutes shall be provided to the City Council.

Section 8: The President shall preside over meetings of the Commission, and shall represent the Commission before the City Council or City Administration on matters which have majority vote

approval of the commission. The President shall also establish such committees as are necessary for the conduct of the Commission's business.

Section 9: The Vice President shall assist the President in directing the affairs of the Commission. In the absence of the President, the Vice President shall assume the duties of the President.

Section 10: This resolution and commission will expire on August 30, 2017 unless extended by action of the City Council.

Section 11: This resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 3rd day of February, 2015.

CITY OF DUNCANVILLE, TEXAS

ATTEST:

Mary E. Jones, City Secretary

APPROVED:

David L. Green, Mayor

APPROVED AS TO FORM:

Robert Hager, City Attorney

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Presentation of 2024 Best Southwest Scholarship award winner

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Chiquita Taylor, City Secretary

BACKGROUND/HISTORY:
Best Southwest Scholarship winner

POLICY EXPLANATION:
Best Southwest Scholarship winner

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
1. Other actions as directed by Council.

ATTACHMENTS:
Duncanville Recipient


Congratulations
Kevin Vega
2024 BSWP MAYORAL
SCHOLARSHIP
WINNER
DUNCANVILLE
BSW
BEST SOUTHWEST
PARTNERSHIP

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Proclamation recognizing May 2, 2024 as National Day of Prayer in Duncanville

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

STAFF RESPONSIBLE:
Mayor Barry Gordon

BACKGROUND/HISTORY:
N/A

POLICY EXPLANATION:
N/A

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
1. Proclamation Presentation

ATTACHMENTS:
2024 National Day of Prayer Proclamation

OFFICE OF THE MAYOR

Duncanville
City of Champions

Proclamation

WHEREAS, From the first gatherings of our Founding Fathers, elected officials have prayed and asked those they serve and represent to join them in prayer. The authors of our Declaration of Independence, wrote, "the Representatives of the United States of America, in General Congress, Assembled, appealing to the Supreme Judge of the world…" This is carried on to present day in Presidential Proclamations asking for God's continued guidance, mercy, and protection: and,

WHEREAS, A National Day of Prayer was declared by the Resolution and Congress in 1775, made a public law in 1952 by a Congressional Joint Resolution, and made Public Law 100-307 by President Reagan in 1988. It directs the President of the United States to set aside and proclaim the first Thursday of May annually as The National Day of Prayer; and,

WHEREAS, In every state across America the observance of the National Day of Prayer will be held on Thursday, May 2, 2024, with the theme, "Lift Up the Word, Light Up the World," based on the verses found in 2 Samuel 22:29-31, "For you are my lamp, O Lord, and my God lightens my darkness … This God—his way is perfect; the word of the Lord proves true; he is a shield for all those who take refuge in him;" and,

WHEREAS, Unified prayer is mobilized across America every first Thursday of May on the National Day of Prayer as neighbors come together to join their hearts and voices in reading sacred Scriptures and attending services to seek God for the city and country where we live, learn, work, worship, serve, and desire all to thrive; and

WHEREAS, We express our faith and exercise our freedom in personal prayer and public gatherings across America with fervent praise, repentance, love, and humble intercession for our neighbor, the City of Duncanville, and our nation, holding to God's promises that the Lord hears and avails much as He answers the faith-filled prayers of His people.

NOW, THEREFORE, I, Barry L. Gordon, Mayor of the City of Duncanville, Texas do hereby call upon all citizens of Duncanville and upon all civic and community organizations to observe May 2, 2024, as

National Day of Prayer

I call upon all Duncanville citizens to acknowledge the importance of this date with appropriate programs, ceremonies, and activities.

Mayor, The City of Duncanville

OFFICE OF THE MAYOR

Duncanville
City of Champions

Proclamation

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Duncanville, Texas to be affixed this 16th day of April 2024.

_____

Mayor, The City of Duncanville

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Champion of the City presentation

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Advance: Marketing Strategy of the City and Community Engagement Plan**
  - **Strengthen communication and engagement within the community while championing the City of Duncanville regionally, nationally, and internationally.**

STAFF RESPONSIBLE:
Mayor Barry Gordon

BACKGROUND/HISTORY:
N/A

POLICY EXPLANATION:
Champion of the City presentation

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:

1. Other actions as directed by Council.

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Proclamation for Crime Victims' Rights Week, April 21 - 27, 2024.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Matthew Stogner, Interim Police Chief,
Kristin Downs, Chief Operations Officer,
Thalia Lopez, Crime Victims Advocate

BACKGROUND/HISTORY:
This year's theme, "***How would you help? Options, services, and hope for crime survivors."*** is a call to action for us all to create safe environments for crime victims to share what happened to them.

The Duncanville Police Department will hold an "A Light of Hope" water lantern ceremony on Thursday, April 25, 2024, at 6:00 pm, located at Lakeside Park, to recognize the victims of crime, the surviving families, and victims the community has lost. Citizens will customize a water lantern with artwork or messages of hope for their families and the loved ones they have lost. With the help of staff, the water lanterns will be released at Lakeside Park.

The Police Department encourages citizens, Council, City Management, and staff to attend to show their support and love to the families. The Department would love to make "A Light of Hope" an annual event. The Department will be able to provide 120 water lantern kits during the event. If there is more participation, the Department will also have vigil candles to hold during the release of the water lanterns.

POLICY EXPLANATION:
Recognizing Proclamation for Crime Victims' Rights Week, April 21 - 27, 2024.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:

1. Read Proclamation.

ATTACHMENTS:

Proclamation - National Crime Victims Rights Week 2024
Flyer - Light of Hope - Water Lantern
Flyer - Light of Hope - Water Lantern

OFFICE OF THE MAYOR

Duncanville
City of Champions

Proclamation

WHEREAS, the term "victim" is more than just a label and has legal standing and protections that go along with it; and

WHEREAS, crime victims' rights acts passed here in *Texas* and at the federal level guarantee victims the right to meaningfully participate in the criminal justice process; and

WHEREAS, victim service providers, advocates, law enforcement officers, attorneys, and other allied professionals can help survivors find their justice by enforcing these rights; and

WHEREAS, victim service providers and allied professionals can reach more victims through innovative, trauma-informed programs, such as telehealth services and multidisciplinary teams; and

WHEREAS, victim service providers and allied professionals can increase access to victim services and compensation in areas that have been historically underserved, marginalized, and adversely affected by inequality by implementing culturally responsive services; and

WHEREAS, equity and inclusion are fundamental prerequisites to survivor care, and survivor-led services that provide victims with opportunities to share their experiences are essential blueprints for support;; and

WHEREAS, National Crime Victims' Rights Week provides an opportunity to recommit to ensuring that accessible, appropriate, and trauma-informed services are offered to all victims of crime; and

WHEREAS, The City of Duncanville is hereby dedicated to helping crime survivors find their justice by enforcing victims' rights, expanding access to services, and ensuring equity and inclusion for all.

NOW, THEREFORE, I, Barry L. Gordon, Mayor of the City of Duncanville, Texas do hereby proclaim the week of April 21 – 27, 2024 as

CRIME VICTIMS' RIGHTS WEEK

reaffirming the City of Duncanville's commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims' Rights Week and throughout the year; and expressing our sincere gratitude and appreciation for those community members, victim service providers, and criminal justice professionals who are committed to improving our response to all victims of crime so that they may find relevant assistance, support, justice, and peace.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Duncanville, Texas to be affixed this 16th day of April, 2024.

Mayor, The City of Duncanville

DUNCANVILLE POLICE DEPARTMENT

PRESENTS

A LIGHT OF HOPE

WATER LANTERN CEREMONY

APRIL

25

6:00 PM

LAKESIDE PARK

National Crime Victims' Rights Week is observed on April 21 - April 27, 2024

In honor of Crime Victims' Rights Week, water lanterns will be provided the day of the event to assemble and customize in support of hope and healing in the community.

With the help from staff your customized lantern will be released in the pond at Lakeside Park.

DUNCANVILLE POLICE DEPARTMENT

PRESENTA

UNA LUZ DE ESPERANZA

CEREMONIA DE LINTERNA DE AGUA

APRIL

25

6:00 PM

LAKESIDE PARK

En la observacion de la semana nacional de los derechos para las victimas del crimen Abril 21-27, 2024

En honor de la semana de los derechos para las victimas del crimen, se proporcionara linternas de agua el dia del evento pueden personalizarlo en apoyo de la esperanza y curación en la comunidad

Con la ayuda de empleados, su linterna personalizada se va ir en el estanque de Lakeside Park.

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Proclamation in recognition of Earth Day in Duncanville 2024.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Re-Imagine: High Quality of Life**
  - **Develop, maintain, and encourage safe, attractive, viable family-oriented neighborhoods that embrace diversity and pride, promoting economic vitality.**

STAFF RESPONSIBLE:
Bart Stevenson, Director of Parks and Recreation
Tyler Agee, Assistant Director of Parks and Recreation

BACKGROUND/HISTORY:

In January 1969, after witnessing the ravages of a massive oil spill in Santa Barbara, California, and inspired by the student anti-war movement, Senator Nelson from Wisconsin wanted to infuse the energy of student anti-war protests with an emerging public consciousness about air and water pollution. He along with others called for and organized a teach-in on college campuses about the deteriorating environment in the United States to the national media, and persuaded Pete McCloskey, a conservation-minded Republican Congressman, to serve as his co-chair. They recruited a young activist, Denis Hayes, to organize the campus teach-ins and they chose April 22, a weekday falling between Spring Break and final exams, to maximize the greatest student participation.

Recognizing its potential to inspire all Americans, Denis Hayes built a national staff of 85 to promote events across the land and the effort soon broadened to include a wide range of organizations, faith groups, and others. The national teach-in on the environment was changed to Earth Day, which immediately sparked national media attention, and caught on across the country. Groups that had been fighting individually against oil spills, polluting factories and power plants, raw sewage, toxic dumps, pesticides, freeways, the loss of wilderness, and the extinction of wildlife united on Earth Day around these shared common values.

By the end of 1970, the first Earth Day led to the creation of the United States Environmental Protection Agency and the passage of other first-of-their-kind environmental laws, including the National Environmental Education Act, the Occupational Safety and Health Act, and the Clean Air

Act. Two years later Congress passed the Clean Water Act. A year after that, Congress passed the Endangered Species Act and soon after the Federal Insecticide, Fungicide, and Rodenticide Act. These laws have protected millions of men, women, and children from disease and death and have protected hundreds of species from extinction. Earth Day 1970 would come to provide a voice to this emerging environmental consciousness and put environmental concerns on the front page.

Today, Earth Day is widely recognized as the largest secular observance in the world, marked by more than a billion people every year as a day of action to change human behavior and create global, national and local policy changes.

POLICY EXPLANATION:
This year marks the 54th anniversary of the Earth Day movement and let it be known that the City of Duncanville encourages all businesses, institutions, and individuals to celebrate the Earth through one's own actions and in support of the City's ongoing sustainability initiatives. This year's Earth Day initiative in Duncanville will be in partnership with Duncanville ISD Elementary Schools for a presentation on Reduce, Reuse, and Recycle, and a visit from Keep Duncanville Beautiful' s Happy Earth.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
N/A

ATTACHMENTS:
Proclamation - Earth Day 2024

OFFICE OF THE MAYOR

Duncanville
City of Champions

Proclamation

WHEREAS, the global community continues to face extraordinary challenges such as environmental degradation, extreme weather events, resource shortages, and global health issues; and

WHEREAS, the City of Duncanville recognizes the important role that our natural environment plays in maintaining a healthy society and strong economy; and

WHEREAS, all people, regardless of race, gender, income, or geography, have a right to a healthy, sustainable environment with economic growth and opportunity; and

WHEREAS, we are all caretakers of our planet and have an obligation to combat climate change and environmental degradation to preserve the earth's beauty and resources; and

WHEREAS, Earth Day is a time to celebrate the goal of inspiring environmental awareness and encouraging the conservation, protection, and appreciation of our natural resources; and

WHEREAS, a sustainable environment can be achieved on the individual level through educational efforts, public policy, and it is the responsibility of each of us to safeguard our environment and resources.

OFFICE OF THE MAYOR

Duncanville
City of Champions

Proclamation

NOW, THEREFORE, I, Barry L. Gordon, Mayor of the City of Duncanville, Texas do hereby proclaim April 22, 2024 as

EARTH DAY IN DUNCANVILLE

and encourage all businesses, institutions, and individuals to celebrate the Earth through one's own actions and in support of the City's ongoing sustainability initiatives.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Duncanville, Texas to be affixed this 16th day of April, 2024.

Mayor, The City of Duncanville

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a resolution authorizing the City Manager to officially register the City of Duncanville for the designation of Sister City with the City of Monasterolo di Savigliano, Italy, through Sister City International, at such date as may be appropriate, and to coordinate the official recognition with the appropriate elected officials and representatives of Duncanville and Monasterolo di Savigliano; and, providing for an effective date.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

STAFF RESPONSIBLE:
Douglas Finch, City Manager

BACKGROUND/HISTORY:
The City of Duncanville has had a long standing sister city relationship with the City of Monasterolo di Savigliano, Italy. However, that relationship has been informal in nature.

POLICY EXPLANATION:
Elections in Monasterolo di Savigliano prevent any action being taken by their elected officials prior to certain date. This action will direct City Manager Finch to seek official designation upon the conclusion of elections in Monasterolo di Savigliano, and to file the appropriate documents with Sister City International. It is the intent to create this relationship without the need for extra boards or commissions.

FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	**Purchase Amount**	**After Encumber**
N/A	N/A	N/A

ACTION ALTERNATIVES:
1. Do not authorize City Manager to seek official Sister City designation.
2. Other actions as directed by Council.

ATTACHMENTS:

Resolution No. - 2024-252 - Official Sister City Recognition

RESOLUTION NO. 2024-252

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE CITY MANAGER TO OFFICIALLY REGISTER THE CITY OF DUNCANVILLE FOR THE DESIGNATION OF SISTER CITY WITH THE CITY OF MONASTEROLO DI SAVIGLIANO, ITALY, THROUGH SISTER CITY INTERNATIONAL, AT SUCH DATE AS MAY BE APPROPRIATE, AND TO COORDINATE THE OFFICIAL RECOGNITION WITH THE APPROPRIATE REPRESENTATIVES OF MONASTEROLO di SAVIGLIANO; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Duncanville and the City of Monasterolo di Savigliano, Italy, have long enjoyed an informal sister city relationship, which has included delegations from both cities visiting their counterparts; and,

WHEREAS, The City of Duncanville desires to continue the sister city relationship and formalize the designation; and,

WHEREAS, Sister City International is the appropriate entity to formally designate sister city relationships;

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

SECTION 1. The City Manager is hereby authorized to officially register the City of Duncanville for the designation of Sister City with the City of Monasterolo di Savigliano, Italy, through Sister City International, at such date as may be appropriate, and to coordinate the official recognition with the appropriate elected officials and representatives of Duncanville and Monasterolo di Savigliano; and,

SECTION 2. This resolution shall become effective immediately upon its adoption.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Council to consider a resolution approving an agreement with Matrix Consulting Group to conduct a public safety operational analysis for Police and Fire with an expenditure amount not to exceed $134,900.00; authorizing the City Manager to execute all documents required for such agreement; and establishing an effective date.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

STAFF RESPONSIBLE:
Douglas Finch, City Manager
Robert D. Brown, Jr., Assistant City Manager

BACKGROUND/HISTORY:
The City of Duncanville completed a facility needs assessment in 2018 relating to the City's buildings; however, no record has been identified of an operational analysis of police and fire to determine current and future needs. City Administration has reached out to multiple firms to inquire about completing an operational analysis of public safety. Two quotes were received with Matrix Consulting providing a fixed quote of $134,900; while CPSM has provided a quote of $111,138 not including travel costs. Based on the two proposals, City Administration is recommending Matrix Consulting Group.

POLICY EXPLANATION:
This resolution authorizes the City Manager to execute an agreement with Matrix Consulting Group to develop a police and fire operation analysis, also known as a strategic plan, relating to public safety needs for the next 10-20 years for the City of Duncanville.

FUNDING SOURCE:

ORG and Object Number
01088000 - 700450 (Non-departmental - Contractual Services)

Available Budget	Purchase Amount	After Encumber
$93,292.12	$134,900.00	$-41,607.88

ACTION ALTERNATIVES:
1. Do not adopt a resolution approving an agreement with Matrix Consulting Group.

2. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2024-253 - Public Safety Operational Analysis
Duncanville Public Safety Proposal

RESOLUTION NO. 2024-253

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF A PROFESSIONAL SERVICES AGREEMENT BY AND BETWEEN THE CITY OF DUNCANVILLE AND MATRIX CONSULTING GROUP FOR A PUBLIC SAFETY OPERATIONAL ANALYSIS, IN AN EXPENDITURE AMOUNT NOT TO EXCEED $134,900.00; AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS AFTER APPROVED AS TO FORM BY THE CITY ATTORNEY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, The City of Duncanville completed a facility needs assessment in 2018 relating to the City's buildings; and,

WHEREAS, No record has been identified of an operational analysis of police and fire to determine current and future needs; and,

WHEREAS, The City desires to contract with Matrix Consulting Group to conduct a public safety operational analysis for police and fire.

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

SECTION 1. The City Council of the City of Duncanville, Texas hereby approves the terms and conditions of the Professional Services Agreement by and between the City of Duncanville, Texas and Matrix Consulting Group, to conduct a public safety operational analysis for police and fire with an expenditure amount not to exceed $134,900.00; and authorizing the City Manager to execute the necessary documents after approved as to form by the City Attorney

SECTION 2. This Resolution shall become effective immediately upon adoption.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Exhibit A

Proposal to Develop Police and Fire Department Strategic Plans

DUNCANVILLE, TEXAS

March 6, 2024

matrix consulting group

Exhibit A

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Exhibit A

matrix consulting group

March 5, 2024

Douglas Finch
City Manager
City of Duncanville
203 E Wheatland Avenue
Duncanville, TX 75116

Dear Mr. Finch:

The Matrix Consulting Group is pleased to submit our proposal to develop Police and Fire Department Strategic Plans for the City of Duncanville. We are comprised of highly experienced management consultants, specializing in public safety services, having provided a wide range of services to over 400 police and over 400 fire agencies in Texas and across the country as well as internationally for over 20 years.

The following examples of recent work shows the diversity of our police study client base in Texas alone:

Austin, TX	Denton, TX	Lewisville, TX
Buda, TX	Fair Oaks Ranch, TX	San Antonio, TX
Boerne, TX	Fort Worth, TX	Sunnyvale, TX
Burleson, TX	Glenn Heights, TX	Texas City, TX
Cedar Hill, TX	Kyle, TX	Travis County, TX

In addition, we are currently working with Addison and Cedar Park, TX and Broken Arrow, OK on staffing and strategic planning studies.

We have also worked extensively to provide a wide range of services to fire agencies across the country. The following table provides a partial list of recent fire studies:

Aspen, CO	Dinuba, CA	Sandwich, MA
Bellingham, WA	Dixon, CA	Sebastopol, CA
Berlin, NH	Grants Pass, OR	Valley Center, KS
Big Bear, CA	Gresham, OR	Westport, CT
Desoto, TX	Los Banos, CA	Yarmouth, MA

1650 S. Amphlett Blvd., Suite 213 ▪ San Mateo, CA 94402 ▪ 650.858.0507
SF Bay Area (Headquarters), Charlotte, Dallas, Fort Myers, Irvine, Portland, St. Louis

In addition, we are currently working with Addison, Cedar Park, Georgetown, and Round Rock, TX on staffing and strategic planning studies.

The following points characterize our approach to conducting police fire assessments:

- All staff for our proposed team are extremely experienced, having themselves conducted up to hundreds of police and fire service studies.
  - The President of the firm, with 40 years of fire service analytical experience would manage the project. He has led all of the firms public safety studies since founding the Matrix Consulting Group 20 years ago.
  - Our lead police analyst, Ian Brady, leads our police practice having been a key member or lead on over 100 studies in the past 11 years. He has created our deployment and projection models for police and fire.
  - Our lead fire analyst, Robert Finn, has also led the analysis of over 100 fire department staffing studies across the country. He also has been with the firm for over 12 years.
  - Other staff assigned to this project have between 10 and 35 years of public safety and/or consulting experience.
- We are a 'fact based' firm providing detailed data collection and analysis.
- We obtain extensive input from stakeholders in all our studies, including municipal managers and elected officials, police and fire service managers and staff.
- We work closely with our clients through interim reports and review meetings.

If you have any questions, please do not hesitate to contact me either at the letterhead headquarters' address, by phone at 650.858.0507 (and 650.397.4050 fax) and by email at rbrady@matrixcg.net



Richard Brady, President
Matrix Consulting Group, Ltd

1 Scope of Services and Schedule

This section of our proposal includes a description of our approach and the specific steps to be provided in the scope of services.

1.1 Approach

We want to stress several aspects of our overall management plan for this assignment. Our intent here is to demonstrate how we will produce results that are accurate and concrete, substantive, defensible and can be implemented. These aspects include:

- **Information Gathering.** Important to the success of the project are the methods that we will use to collect, analyze, and present information to formulate findings and develop and assure acceptance of recommendations.
- **Interviews.** Interviews are a staple of our consulting approach. In this study, we will interview the appropriate individuals managing and carrying out the work in the Police and Fire Departments to understand their service needs and expectations.
- **Data Analysis and Performance Metrics.** The Matrix Consulting Group uses "best management practices" against which to assess the services provided in the City. This approach would be useful in this study to assess the current approaches to service delivery.
- **An Inclusive Stakeholder-Oriented Approach.** Stakeholder involvement is a critical component of this study. We propose to conduct individual interviews with Police and Fire Department managers and supervisors, and many line staff.
- **Project Management**. Project management techniques include defining work, schedules and budgets in advance and working closely with the City to ensure the successful implementation of our proposed project approach and maintaining the schedule. These project management approaches have resulted in all our projects being delivered at a high level of quality, on time and on budget.

We would prepare progress reports periodically throughout the study to report progress to date, problems or obstacles encountered, and planned project activities over the next several weeks.

Exhibit A

1.2 Scope of Work

The City of Duncanville is seeking a comprehensive assessment of its public safety services, seeking recommendations to address the anticipated needs of a still growing and changing diverse community. This study will evaluate its police and fire current and projected staffing needs.

In today's environment, planning for future public safety needs is critical. By developing a plan, the City has control over its resource and service choices. The impacts of growth can be quantified to the benefit of the City and the community. Public safety needs are changing, community expectations are changing, and fiscal realities underscore the need to evaluate alternative service delivery approaches and forms of community support.

1.3 Task Plan

The following task plan outlines our plan to conduct the study, including each interim deliverable leading to the final report.

Task 1 | Project Kickoff and Initial Interviews

In order to conduct the study of the Duncanville Police and Fire Departments, the project team will first develop an initial understanding of the departments and their service environments, as well as seek input on existing service levels and potential issues from department managers and key stakeholders. This task, which involves significant number of interviews by the project team, allows for an opportunity to learn about the unique characteristics, programs, and services provided by the departments. This process includes the following elements:

- Interviews with the City Manager and Council in order to obtain their views on police and fire service issues and improvement opportunities.
- These initial interviews will lead to interviews of community leaders who have a public safety interest or connection.
- Interviews with the chiefs and command staffs in Police and Fire in order to obtain their views on public safety service issues and improvement opportunities, as well to confirm the goals and objectives of the study.
- Conduct a kickoff meeting with the project review committee, including a review of project objectives, approach, interim deliverables, and schedule.

- Conduct one-on-one interviews with Duncanville Police Department and Fire Department personnel in order to develop our understanding of the organization, service demands, service levels, and issues.
- Interview contacts within the departments to start the data collection process in that area and identify other key contacts within the organization.

These initial interviews will focus on determining individual attitudes toward current public safety services and organizational considerations, including the following topics:

- Adequacy of existing service levels.
- Management systems.
- Responsiveness to community priorities and other service needs.
- Resource constraints and contributing factors.
- Coverage concerns and shift scheduling issues.
- Growth prospects for the City.

The project team will also begin to collect various documents, including departmental goals, vision, and objectives statements, as well as other organizational materials and budgetary documents.

We will also initiate contact with the City's Department of Development Services to understand growth prospects and development in Duncanville.

TASK RESULT

Based on the results of these interviews and initial data collection, the project team will prepare an issues list that will provide the basis for subsequent analytical steps. The project team will also finalize the project work plan project deliverable schedule.

Task 2 | Receive Employee Input

This study is a critical component in providing a forum for the consultants to hear feedback from employees and develop constructive strategies around this feedback. Input from within the Police and Fire Department is critical to understanding issues regarding service delivery and alternatives. Additionally, their views are instrumental in helping to understand the greater context of public safety-community relations.

While many employees will be individually interviewed, the project team will develop and administer an online employee survey to obtain input on key issues directly within the scope of this study.

TASK RESULT

The project team will gather employee input to better understand their views on Police and Fire Department response and alternatives.

Task 3 | Descriptive Profiles of the Police and Fire Departments

The project team will document its initial understanding of the departments, their service levels, staffing, and service environments in descriptive profiles. The profiles will also present workload data, preliminary analysis, organizational charts, deployment schedules, and a summary of key characteristics and dynamics of the community.

A primary aim of developing the descriptive is to provide a foundation for subsequent analysis by ensuring the accuracy of our assumptions and understanding of key details.

For each department, divisions and units, the descriptive profile will detail:

- Current (filled) and authorized staffing levels by classification.
- Key responsibilities and duties for each unit, command staff, and unique role within the department, including all administrative and support units.
- Organizational structures and reporting relationships.
- Deployment structures of field services, including for suppression and patrol:
  - Detailed visualization and tables showing the current shift schedule, including personnel assigned to each, start times, and workday rotations.
  - Areas of geographic responsibility.
- For investigative units, total caseloads, a description of case management practices, and case assignment processes.
- Numbers of staff and roles for support and administrative staff (e.g., training, prevention, programs, finance, etc.).
- Document recruitment and training dedicated to staff.
- Deployment of stations and apparatus in use by the Fire Department as well as Police Department facilities.

The draft document will be reviewed with the departments and with the project steering committee, with corrections and revisions being made thereafter. This meeting will also provide an opportunity to discuss initial observations and findings, coordinate any remaining data collection needs, and discuss the next steps of the project.

This task in the study will also document crime and fire protection risks in the City and what steps are in place to mitigate these risks through community partnerships and/or the City's resource allocation.

TASK RESULT

Descriptive profiles will be detail the organization, staffing, and operations, of the departments, as well as key characteristics of the service environments. This would be reviewed with the departments and the project committee.

Task 4 | Analysis of Police Department Workloads, Staffing, and Deployments

The project team will develop a comprehensive analysis of staffing needs for every function of the department, as well as strategies achieving the best use of existing resources. While different analytical factors and processes are used to determine staffing needs for each function, the project team will examine strategies for deploying, allocating, and managing the operations of personnel around a number of key considerations:

For every function, the analysis will focus on the ability of staffing levels to achieve targeted service levels and support effective operations management, such as review of the following:

- Key workload drivers and processes for administrative and support functions.
- Are spans of control within targeted ranges for individual functions?
- Are controls for overtime usage adequate, and what are the key drivers of overtime by type (e.g., to backfill, staff special events, etc.)?

(1) Patrol Workload, Proactivity, and Staffing

Analysis of community-generated calls for service using computer aided dispatch data is central to this effort. project team will determine current service levels through the following:

- Analysis of patrol workload, including at the following levels:
  - Calls for service by hour and weekday, month, area, priority level.

  - Response and travel times by priority level and call classification.
  - Total spent handling calls by primary and backup units by time and area.
  - Factors and assumptions for other workload factors, such as report writing.

- Patrol self-initiated activities and community engagement strategies, including:
  - Self-Initiated activities by hour and weekday.
  - Trends in types and frequency of self-initiated activities.
  - Relationship between uncommitted time and officer-generated activity.

- Determine patrol staffing needs, both overall and at the level of each patrol division and shift, based on workloads and targets for proactivity.

- Develop an understanding of the growth factors that will impact patrol.

- Analyze patrol supervisory staffing needs based on span of control and the impact of the administrative workloads handled by sergeants and ability to be in the field.

- The project team will evaluate the interactions of Patrol with investigations, specialized units, and regional assets. This will be accomplished through:
  - Evaluate how data-driven techniques support coordinating field resources.
  - Develop an assessment of how staffing in these functions compare to performance goals and objectives for meeting certain service level targets.

- Critically especially for field services, how is the community's perceptions and needs identified and prioritized?

(2) Patrol Shift Schedules and Deployment

The project team will utilize the firm's patrol resource allocation model to determine the most optimal and effective deployment of personnel, including the development of alternative shift configurations. This incorporates:

- **Net availability factors**, including leave, training, vacation, FMLA, military, sick, and other categories that result in employees not being on duty on a particular day. This is tied to all staffing calculations and stratified into different functionality categories, such as patrol officers, who have unique factors shaping their availability.

- **Unallocated (proactive) time capabilities:** The schedule must ensure that officers are optimally deployed in relation to times and days when workload is greatest, ensuring that proactive time capabilities are consistently and equitably distributed by shift.

- **Current staffing constraints and future needs:** Shift schedules must not only incorporate current limitations, but also be designed to be scalable and reflect the changing service environment, as well as adaptability to future staffing scenarios.
- **Overtime usage:** Shift schedules and minimum staffing considerations are central to the question of overtime usage, as shift schedules guide the probability that overtime must be used to backfill needed positions. As a result, the requirements for deploying staff and targets for minimizing overtime must be set to specific thresholds that feed into coverage requirement calculations from a standpoint of probability – i.e., the likelihood of there being insufficient staff available on duty on a particular day.
- **Qualitative factors** are also critical to consider in developing new deployment schedules, such as employee quality of life factors, fatigue, and other concerns. These issues drive rates of retention and the ability to attract candidates.

The analysis of shift schedules will examine opportunities to optimize the current configuration as well as the feasibility and effects of implementing alternative schedules, including the allocation of personnel by squad, watches, start times, and other factors.

(3) Call Diversion

Over time, and particularly over the past decade, more and more has been asked of law enforcement personnel. They have been asked to function as social services staff in responding to issues of homelessness, intervene in situations involving persons experiencing mental health crisis, and serve numerous other roles beyond what was expected in the past.

At the same time, service level expectations have not diminished. Perhaps more than ever, law enforcement personnel have been asked to respond to minor, non-emergency calls such as non-injury accidents, and calls that simply do not need to be law enforcement matters.

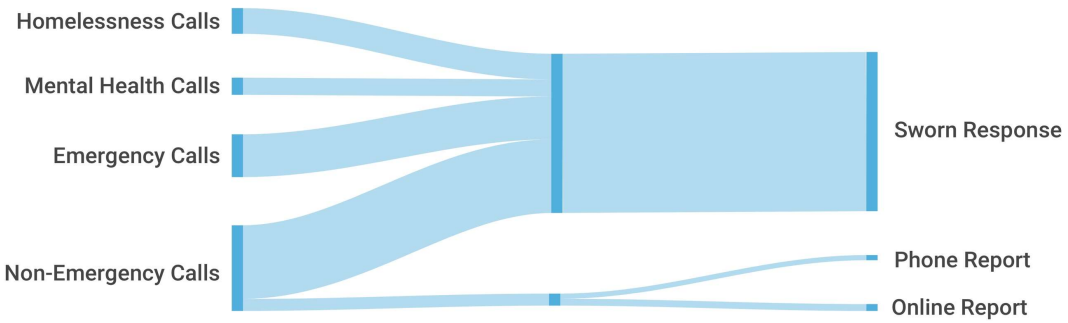
Call diversion provides an opportunity to re-imagine and reconfigure these responsibilities, allowing departments to balance workload between field patrol personnel and other types of specialized resources.

The following pages provide additional examples of the firm's approaches to analyzing calls for service, patrol proactivity/unallocated time, and alternative response concepts:

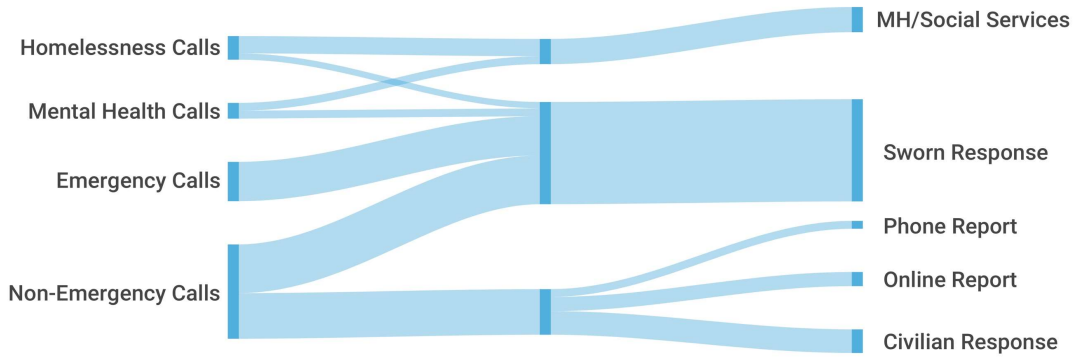
Exhibit A

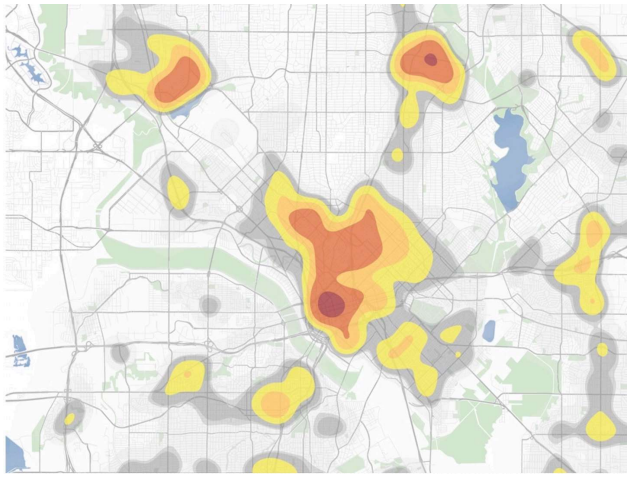
Time	# Units	S	M	T	W	Th	F	Sa	Overall
2am–6am	31.4	15%	59%	55%	58%	57%	46%	26%	45%
6am–10am	37.0	57%	47%	46%	46%	49%	47%	52%	48%
10am–2pm	38.9	19%	-1%	3%	5%	5%	1%	8%	6%
2pm–6pm	73.6	46%	38%	36%	34%	33%	37%	41%	43%
6pm–10pm	52.3	15%	8%	14%	10%	14%	7%	17%	16%
10pm–2am	53.6	8%	35%	29%	37%	34%	28%	9%	35%
Overall	47.8	32%	33%	33%	34%	34%	30%	30%	32%

Before Implementing Call Diversion Approaches

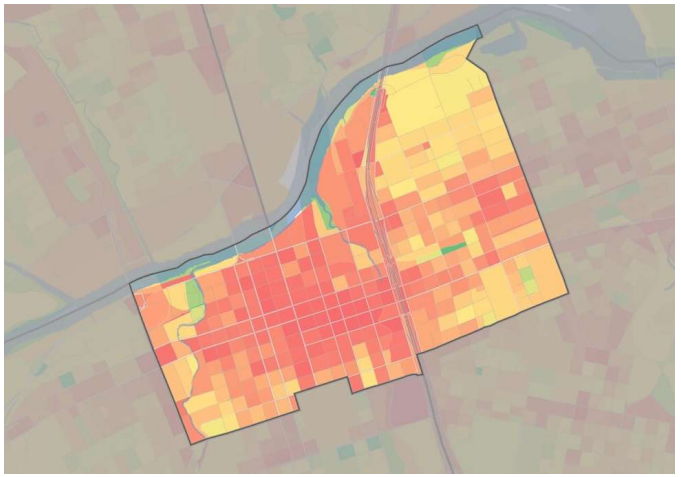


After Implementing Call Diversion Approaches

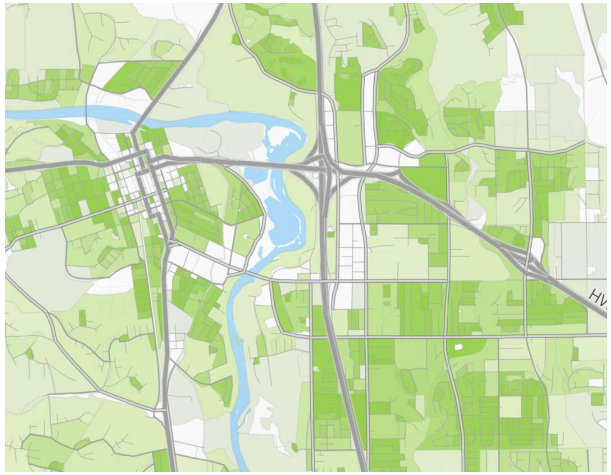




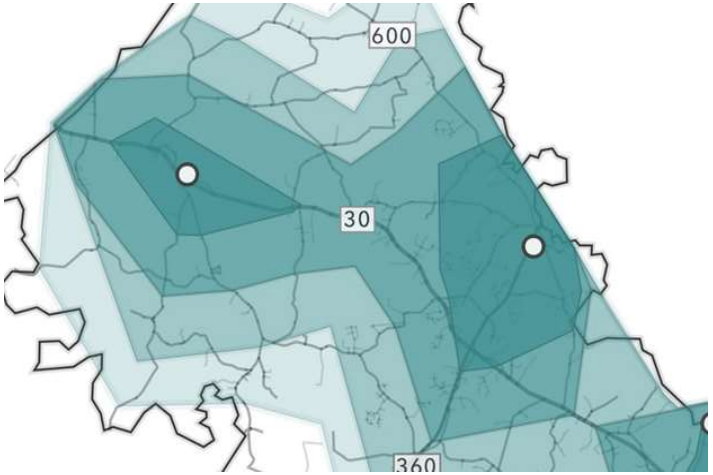
Identification of call hotspots to determine emerging service needs



Block-by-block analysis of patrol resource needs



Analysis of population density throughout the jurisdiction



Response time analysis for emergency incidents

(4) Investigations

The analysis of investigations workload and staffing needs incorporates input received from the interviews conducted with supervisors and line level detectives, comprehensive collection of data to examine caseloads and associated workloads, as well as a review of participation in specialized regional task forces. Through this process, the project team will develop an analysis of staffing needs for all investigative functions, including:

- Case assignment and screening.
- Management of versus inactive cases.
- Average workloads by detective in each investigative unit.
- Coordination with patrol and records.
- Average time from initial report, assignment of the case, and start of work.
- Solvability factors and work priority management.
- Division of case types by unit – are investigations too generalized or specialized given workloads, service levels, and investigative outcomes?

(5) Other Functional Areas and Organizational Structure

In **records and support services**, the analysis will focus on hours of coverage, scheduling, and technology.

In **recruitment and training**, how does the APD identify strong candidates to reflect not only technical abilities but also ethical and engagement needs with the community?

How does academy and in service training in reinforce skills and community needs? Initial and ongoing training of sworn and civilian personnel will be evaluated, including facilities.

In functions such as **animal services**, the relationship between coverage and workloads is critical, including desired levels of proactivity.

The **organizational structure** will also be examined from the perspectives of:

- Gaps and duplication in responsibility
- Rank structure
- Spans of control
- Functional alignments
- Opportunities to civilianize administrative functions or their supervision.

TASK RESULT

The project team will develop an interim deliverable report that provides a comprehensive analysis of the workload and staffing in each unit in the Police Department. This will be reviewed with the Police Department and project committee.

Task 5 | Analysis of Fire Department Workloads, Staffing, and Deployments

The project team will develop a comprehensive analysis of staffing needs for every function of the Fire Department, as well as strategies achieving the best use of existing resources. While different analytical factors and processes are used to determine staffing needs for each function, the project team will examine strategies for deploying, allocating, and managing the operations of personnel.

For every function, the analysis will focus on the ability of staffing levels to achieve targeted service levels and support effective operations management, such as review of:

- Key workload drivers and processes for administrative and support functions.
- Are spans of control within targeted ranges for individual functions?
- Are controls for overtime usage adequate, and what are the key drivers of overtime by type (e.g., to backfill, staff special events, etc.)?

(1) Assessment of Fire Stations and Apparatus

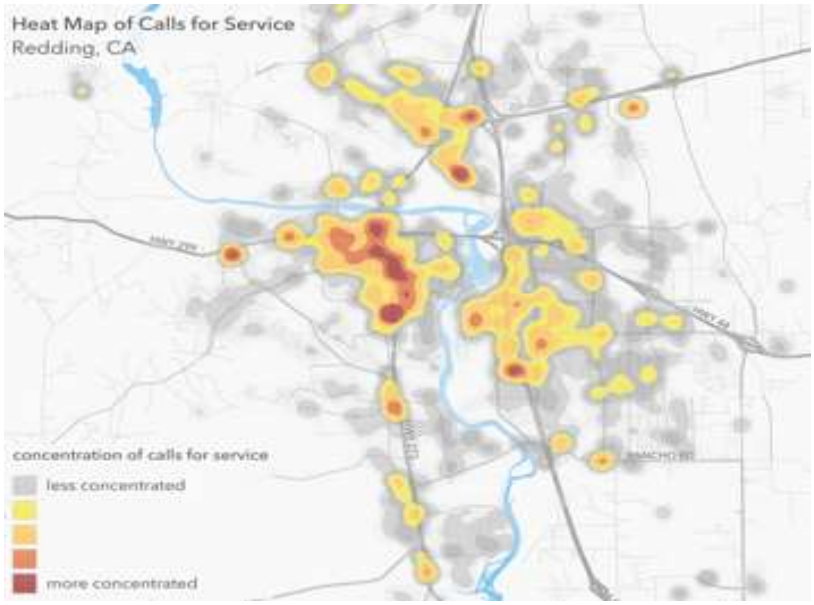
The existing stations will be toured to ensure they provides an appropriate and safe location for employees to work and operate from. The project team will tour the facility utilized by the Fire Department to review the following:

- **Complete a detailed facilities inventory.** We will meet with facility management personnel to review maintenance histories for the two fire stations.
- **Conduct a functional analysis of the station.** We will tour the fire stations to analyze the building condition, efficiency, square footage, and adjacencies. We will identify underutilized and crowed spaces/conditions. What is the access/egress from the facility? Can it accommodate other amenities? Are there immediate maintenance or improvements needed? Is there proper ingress and egress at the facility? What is the long-term projection for the station life cycle?
- **Apparatus Assessment.** During the station tours an assessment of the apparatus housed at the station to ensure it meets the current and projected needs of the response area will be conducted with the age, condition and serviceability of the

apparatus documented. This will allow the development of an appropriate apparatus replacement schedule during the development of the study.

(2) Analysis of Responses

The project team will evaluate the workloads of the AFD and how it relates to risks. The first step will be a demand study that will analyze and geographically display the current service demand by incident type and temporal variation.



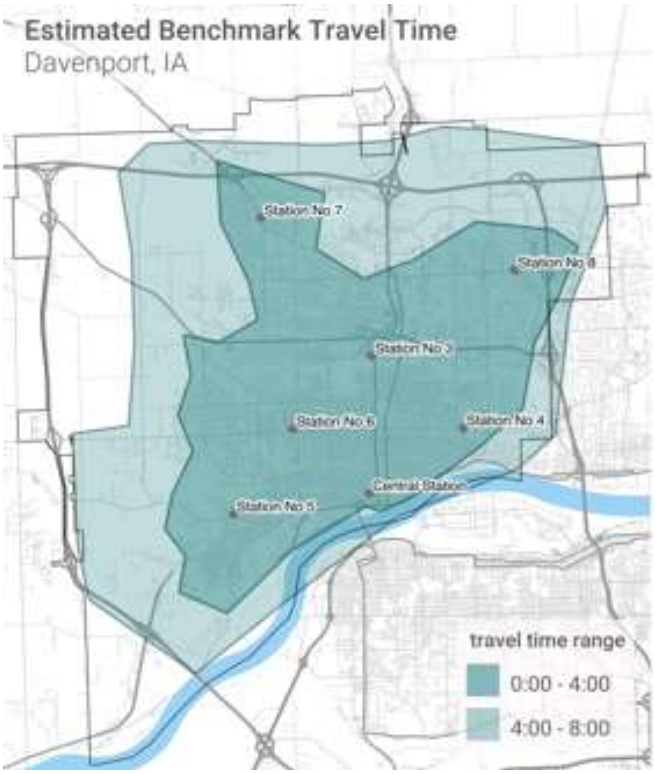
We will develop a matrix for the common and predictable risk types and corresponding staffing, resource needs and time standards to mitigate these types of emergencies. This will allow comparison of the current deployment capabilities against community risks, call demand and community expectations. A summary of the current available resources and how they correspond to the community risk profile will be developed.

At the same time, we will evaluate the current facility and apparatus deployment strategy, analyzed through GIS software, with identification of service gaps and redundancies in initial unit arrival.

The project team will then review and evaluate responses in areas specifically involved in, or affecting, service levels and performance. Key areas to be reviewed will include:

- Analysis of response time capability to achieve a full effective response force

- Analysis of company and staff distribution as it relates to the assembly of an effective response force.



- Analysis of current workloads, including unit hour utilization of individual companies
- Analysis of call concurrency and the impact on the ability to assemble an effective response force an impact on resource exhaustion, including reflex and travel times
- Review of current automatic and mutual aid documents to determine the ability of outside agencies to assist in the delivery of emergency services and development of an effective response force
- Development of an optimal station placement and staffing plan to address current needs and future planned growth.

This task will be focused on evaluating the staffing and deployment of personnel associated with emergency service delivery. This evaluation will focus on the following types of issues:

- How is leave managed to minimize the impacts of overtime?
- What are the utilization rates of suppression and EMS personnel? Are there opportunities to increase their utilization in non-emergency activities?
- Does the Fire Department track and manage key personnel indicators such as use of sick leave, workers compensation, etc.?
- Are there issues with utilization and results of special assignments in the Department?

(3) Fire Prevention Services

Through interviews with Department staff, analysis of existing codes and ordinances and discussion with Planning and Zoning representatives in the City, we will gain a full understanding of the current approach to providing fire prevention related services. This will include:

- Understanding the organization and responsibilities of fire prevention services to include staff time allocation and assigned responsibilities for plan reviews, inspections, public education, and other fire prevention activities.
- How are development services coordinated in the City?
- What are the requirements for built in fire protection in the City?
- How are fire suppression and EMS personnel used to assist in fire prevention efforts?
- How does fire prevention fit into the overall City risk management programs?
- How are fire investigations handled in the City?

(4) Internal Support Services

This task will examine the various management roles and support services of the Fire Department to include training, fitness and wellness and administrative support. This information will provide a base to assess issues associated with:

- Recruitment, hiring and retention practices to attract and keep a quality workforce
- Initial and ongoing training of sworn and civilian personnel including facilities
- Career development plans and how personnel are prepared for promotion
- Roles of administrative personnel (e.g., finance, human resources, IT).

- Roles of civilian personnel and opportunities to improve the use of civilians
- Evaluation of Emergency Management practices including how plans are reviewed, updated and trained on regularly?

TASK RESULT

The project team will develop an interim deliverable report that provides a comprehensive analysis of the workload and staffing needs of each unit in the Fire Department. This will be reviewed with the Fire Department and project committee.

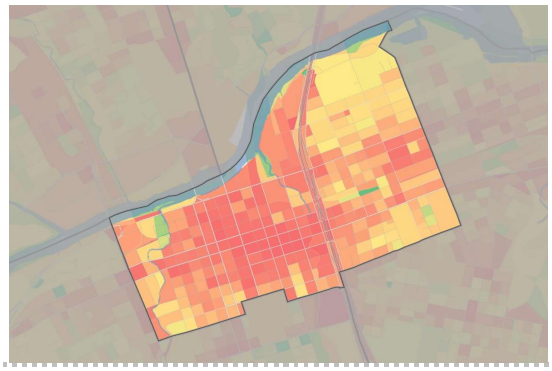
Task 6 Projection of Police and Fire Department Service Demands and Personnel Resource Needs.

The unique factors of a community shape the service environment that public safety personnel operate in, and as a result, there is not a one-size-fits-all approach to identifying strategic planning.

The modeling system we have developed to determine the impacts of development and growth on fire service demands is the combined product of using advanced technical capabilities and our experience in working with local government clients.

Key aspects of the model employed to create an accurate and defensive model for planning service and personnel needs while factoring future demands created by growth and urban expansion. These will include the following:

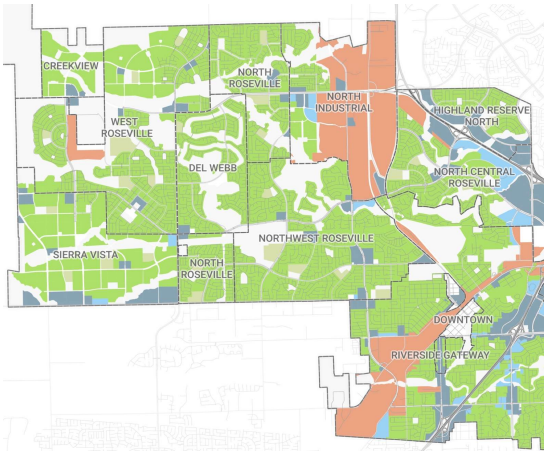
Illustrative Factors Considered to Project Future Staffing Needs



Geographic Analysis of Service Needs

In order to model the effects of the anticipated development project in Duncanville, it is critical to understand the rates at which existing and similar developments generate workloads and other public safety service needs.

Our analysis will utilize a GIS-centered approach to examine geospatial trends in service demand.

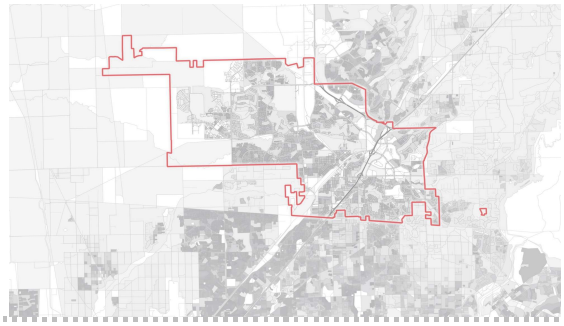


Land Use and Redevelopment

Different types of residential, commercial, and industrial zoning spaces have unique impacts on public safety service needs.

We will meet with Duncanville's Planning and Zoning staff to understand how land is used currently, as well as the configurations of the anticipated development project, in order to accurately model how these needs will evolve.

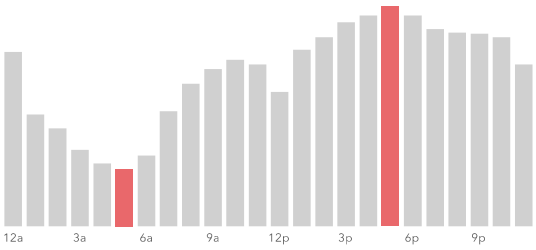
The data collected from Planning and other resources will form the basis of our GIS model of how fire service needs will evolve over the projection timeframe.



Regional Interactions

Understanding the context of the community within its surrounding region is essential to forecasting its planning needs.

This includes developing an understanding of factors such as the daytime working population and effects on field resource demands in the mixed-use environment of this proposed project.



Workload-Based Projections

Rather than base projections for future staffing needs on a simple ratio such as officers per capita, our analysis builds staffing needs from how workload is changes – whether driven by calls for service, inspection workload, or reports and administrative workloads for other staff.

Data collected for the analysis of projected service and personnel needs includes the following:

- CAD data (up to the past three years if current CAD system has been in place for that timeframe).
- Supporting information for CAD analysis (e.g., unit code and incident type lists, incident report totals).

- Planning and land use GIS shapefiles (preferably including information such as commercial space, housing unit counts, and other key target hazard data)
- Information on planned developments, including expected timeframes for completion when possible

The project team will collect other publicly available data used for the analysis, such as current and proposed road networks, census data, and geographical features.

The results of the service need and staffing projections will be developed into an interim deliverable that provides comprehensive projections for service and staffing needs for every fire department function to meet current services and provide services to the City and contract entities. The projections will be provided at multiple timeframes in order to provide for a more accurate planning process.

TASK RESULT

The analysis will result in an interim deliverable that comprehensively projects public safety service and staffing needs related to the planned development for each function in the Police and Fire Departments. The project team will review the draft deliverable with the steering committee on site and make revisions as needed.

Task 7 | Final Report

Following the gap analysis, the project team will develop the draft final report. The report includes a comprehensive analysis of all items in the scope of work, along with timelines, impacts, and targets for implementing changes. It is comprised of the following:

- An executive summary, which includes an overview of the process used to conduct the study, key results, and a comprehensive list of all recommendations made in the report.
- Analysis of staffing resources, operations, and deployment for all Police and Fire Department functions, which includes:
  - Analysis of current police and fire field workloads and staffing needs.
  - Shift configuration and assignment optimization and alternatives.
  - Deployment and staffing needs for specialized resources.
  - Investigative workloads, specialization, and case management practices.
  - Prevention and training opportunities for improvement.
  - Administrative staffing and functionality.

- Analysis of projected staffing on a position by position basis for a 20 year planning period. The staffing analysis will be tied to analysis and projections of facility needs for both departments
- Implementation plans for each recommendation.

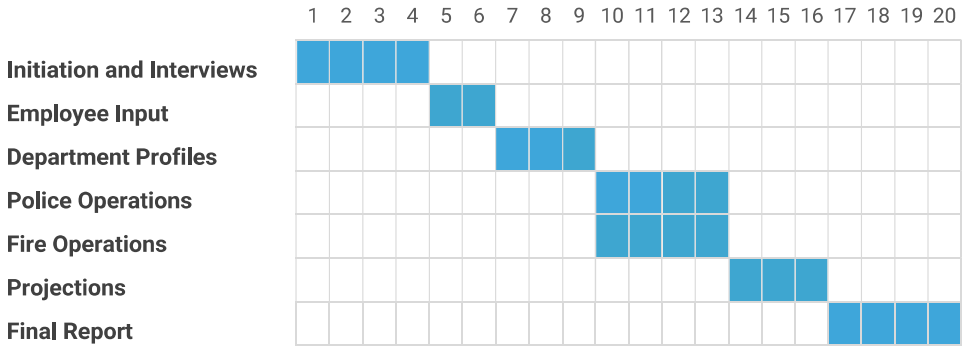
Following completion of the draft final report, the document will be reviewed with the project steering committee, and revisions will be made thereafter. Upon finalization of the report, the project team will be available to present the results of the study to the Duncanville City Council.

TASK RESULT

The project team will complete a draft report, which will be reviewed with the project steering committee. After revisions and any modifications have been made, the project team will be available as to present the final report to the Council.

1.4 Proposed Project Schedule

The following presents our proposed timeline to complete the study on a week-by-week basis for a projected 5-month duration from project initiation to completion of the draft report.



2 Experience of the Firm and Project Team

This section of our proposal provides a brief introduction describing our firm's organization and services.

2.1 Introduction to the Matrix Consulting Group

Founded in 2003, the Matrix Consulting Group was formed by senior government consultants who created it to provide the depth of analysis needed to help our clients solve problems and prepare for the future. Our only business focus is the provision of organization and management analytical services to local government. Since being founded 21 years ago we have served our clients in over 1,700 consulting projects providing support to the efficiency of operations and better plan for the future.

We provide a wide range of service to our local government clients – including management, staffing and operations audits, feasibility studies, and cost of service studies for every local government service area. However, as later sections demonstrate, public safety is our largest service area.

Our firm is incorporated in California and has two offices there; we are also registered as a foreign corporation in Texas. As a national firm, we also have offices in the Dallas Metroplex, Portland (OR), Southern Illinois, Tampa / Fort Myers (FL), and Charlotte / Raleigh (NC). We also have an office in Nova Scotia, Canada. We currently have 27 full-time and 7 part-time staff.

2.2 Law Enforcement Consulting

While we provide a variety of services to local government our most significant service area is public safety. The Matrix Consulting Group project team has conducted studies of more than 400 law enforcement agencies in Texas and throughout the United States and in Canada. Our services in police consulting are varied and include:

- Community-centered policing.
- Staffing, deployment and scheduling.
- Organization and management of services.
- Strategic, resource and management planning.

The following examples of recent work shows the diversity of our police study client base in Texas alone:

Austin, TX	Denton, TX	Lewisville, TX
Buda, TX	Fair Oaks Ranch, TX	San Antonio, TX
Boerne, TX	Fort Worth, TX	Sunnyvale, TX
Burleson, TX	Glenn Heights, TX	Texas City, TX
Cedar Hill, TX	Kyle, TX	Travis County, TX

In addition, we are currently working with Addison and Cedar Park, TX and Broken Arrow, OK on staffing and strategic planning studies.

2.3 Fire and EMS Consulting

The Matrix Consulting Group project team has conducted studies of more than 400 fire and emergency medical service agencies in the region and throughout the United States and in Canada. Our services in police consulting are varied and include:

- Fire service staffing and deployment studies.
- Master planning and strategic planning.
- Standard of cover studies.
- Feasibility assessments.

We have worked extensively to provide a wide range of services to fire agencies across the country. The following table provides a partial list of recent fire studies:

Aspen, CO	Dinuba, CA	Sandwich, MA
Bellingham, WA	Dixon, CA	Sebastopol, CA
Berlin, NH	Grants Pass, OR	Valley Center, KS
Big Bear, CA	Gresham, OR	Westport, CT
Desoto, TX	Los Banos, CA	Yarmouth, MA

In addition, we are currently working with Addison, Cedar Park, Georgetown, and Round Rock, TX on staffing and strategic planning studies.

2.4 Project Team

We are assigning a very experienced project team to conduct this study. The following points provide brief synopses of who our team members are, followed by detailed resumes.

- **Richard Brady**, the President of Matrix Consulting Group, with 40 years of police analytical experience, I would manage the project and be involved in all phases of its conduct.
- **Ian Brady**, a Vice President with Matrix Consulting Group, with 11 years of experience in law enforcement consulting; his expertise lies in creating deployments and statistical models.
- **Robert Finn**, a Senior Manager with Matrix Consulting Group, with 25 years of experience in public safety (Southlake, TX) and 12 years of consulting experience leading our fire practice.
- **Devon Clunis**, a Director with Matrix Consulting Group, with over 30 years of experience as a consultant and transformational chief in Winnipeg (MB) and Ontario's Policing Inspectorate.
- **John Scruggs**, a Manager with Matrix Consulting Group, with over 26 years of law enforcement experience and over 6 as a police consultant. He co-authored legislation on body cameras.
- **Terry Lewis**, a Senior Consultant with Matrix Consulting Group, with 26 years of experience in the fire service and 5 as a fire consultant.
- **Tim Donohoe**, a Senior Consultant with Matrix Consulting Group, with over 25 years of police experience and recent consulting experience, including internationally.
- **Philip Berry**, a Senior Consultant with Matrix Consulting Group, with over 6 years of experience serving as an analyst for law enforcement and criminal justice agencies.
- **Nick Heuertz**, a Senior Consultant with Matrix Consulting Group, with over 6 years of experience service as a police officer across a variety of law enforcement functions.
- **Ryan Peterson**, a Consultant with Matrix Consulting Group, specializes in GIS capabilities and has over five years of experience in conducting geospatial analysis for local government.

It needs to be stressed that this team of police and fire consultants are all staff of the Matrix Consulting Group. Our team does not include subcontractors. Staffing a project in this way has a positive impact on quality, depth, and consistency of our work.

RICHARD BRADY

PRESIDENT, MATRIX CONSULTING GROUP

Richard Brady founded Matrix Consulting Group in 2002 and our Canadian firm, MCG Consulting Solutions in 2017. He leads our Public Safety Practice which includes law enforcement and justice studies. He has served as the Project Manager or Lead Analyst on hundreds of public safety studies in his 40-year career. His subject matter expertise includes staffing and deployment, management effectiveness, and governance and transparency. Prior to his founding of these two firms, he served for over 20 years as a practice leader in two other firms, including Maximus.

Experience Highlights

Austin, TX: Richard led a consulting team to assist the APD recreate its approach to community policing to involve everyone, not just those with specialty assignments. While the study supported the addition of staff, the study also found that there were significant opportunities to support community policing in leadership, policies, recruitment, training, supervision, and use of data.

Columbus, OH: Richard led this recent project that identified the need for new positions, but more importantly, identified a number of areas which would improve the quality of service and integrity, including:

- Steps to improve upon building trust in the community.
- Changes to use of force policies and biased policing.
- Increase training on de-escalation and procedural justice.
- Increase the use of civilians in the field and in administration.

There was a 'disconnect' between the policies and management.

Ossining, NY: Richard led this just-completed engagement evaluating opportunities to reform policing consistent with 21st Century Policing concepts. Key recommendations included:

- Improve the functioning, transparency and objectivity of the Citizen / Police Complaint Review Board.
- Work with other agencies to create a mental health response unit.
- Expand training in the areas of racism, bias, de-escalation.

Role on This Engagement:

Richard will serve as an overall project executive and advisor.

He will be involved in all project stages, including interviews and review meetings. He will lead product design and quality control.

Relevant Clients:

MB	Winnipeg
ON	Kawartha Lakes
AB	Edmonton
AZ	Phoenix
CA	Los Angeles
CA	San Francisco
CO	Aurora
IA	Davenport
TX	Austin
TX	Fort Worth
MO	Kansas City
OH	Columbus
OR	Portland
NY	Ossining
NY	Albany
VA	East Greenwich
NC	Raleigh
NC	Asheville
WA	Tacoma
WI	Glendale
WI	Oshkosh

Years of Consulting: 40

Education:

BA, California State University, East Bay.

PhD, Oxford University, U.K.

Notable Accomplishments:

Ohio Commission on Juvenile Justice

Massachusetts Governor's Committee on Local Government

Professional Association:

Association of Local Government Auditors

International City-County Management Association

Exhibit A

IAN BRADY

VICE PRESIDENT, MATRIX CONSULTING GROUP

Ian Brady is a Vice President with Matrix Consulting Group in our Police Services Practice. He leads our data analytics unit and has over 10 years of consulting experience. Specializing in public safety, he works on all of our police, fire, corrections, and emergency communications studies.

Mr. Brady is the lead developer on all of our statistical modeling and data analytics efforts, and has created standalone models in support of our studies' analytical efforts, including for:

- New agency formation feasibility, financial and service delivery (For nine municipalities in Riverside County, CA).
- Growth forecasting using GIS-based projections for population, service needs, and staffing requirements.
- Comprehensive workload and staffing analytics.
- Interactive scheduling configuration, forecasting effects on service levels and overtime usage.

Experience Highlights

Los Angeles, CA: LAPD Basic Car Area Boundary Study

- Led a comprehensive staffing study of LAPD field services.
- Recreated the patrol geographic deployment structure from the granular level, resulting in 202 new patrol areas, up from the 168 that existed previously.
- Analyzed patrol resource allocation strategies, recommending improved methods in order to better equalize service levels.

San Francisco, CA: Police Department Staffing Analysis

- Lead analyst on a comprehensive staffing study of the department.
- The project was designed to create defensible methodologies for determining the staffing needs of all 600+ assignments in the department based on service needs and other factors. These methodologies were then used to recommend appropriate staffing levels in every position.
- Developed and designed an interactive analytical tool for SFPD to use in the future to recreate the analysis in its entirety.

Role on This Engagement:

Ian will serve as the lead analyst on the police project, especially in field services and development of the projection model..

Relevant Clients:

AZ	Peoria
AL	Birmingham
CA	Berkeley
CA	Los Angeles
CA	Roseville
CA	Sacramento
CA	San Francisco
CA	San Jose
CO	Adams County
FL	Miami Beach
FL	Orange County
GA	DeKalb County
HI	Kauai County
IL	Lansing
IL	Rockford
KS	Wichita
MB	Winnipeg
MD	Harford County
MD	Howard County
MN	Hennepin County
MO	Columbia
MO	Kansas City
OK	Midwest City
NC	Raleigh
NJ	Mahwah
NM	Rio Rancho
NY	Newburgh
OH	Columbus
OR	Portland
PA	Carlisle
TX	Austin
TX	Fort Worth
TX	Travis County
VA	Suffolk
WA	Tacoma
WI	Oshkosh

Years of Experience: 10

Education:

BS in Politics, Willamette University.

Exhibit A

ROBERT FINN

SENIOR MANAGER, MATRIX CONSULTING GROUP

Robert Finn is a Senior Manager with the Matrix Consulting Group and previously served as the Chief of the Southlake (TX) Department of Public Safety. Mr. Finn has a strong educational background coupled with a successful track record that includes strategic planning, budgeting, change management, community relations, and building collaborative partnerships. Robert has over 30 years of fire service and consulting experience covering all aspects of the fire service industry.

Robert's relevant experience includes serving the Town of Southlake, Texas for 25 years in the following roles:

- Chief of Police (2008 to 2011)
- Chief of Fire Services (2004 to 2008)
- Lieutenant of Professional Standards (1999 to 2004)
- Lieutenant of Training (1995 to 1999) – Level II Instructor
- Coordinator of Emergency Medical Services (1993 to 1995)
- Firefighter / Driver / Paramedic (1987 to 1993)

Experience Highlights

Billerica, MA: Robert was the lead analyst on this project aimed at an assessment of the Fire Department. Key findings/ achievements of the project:

- Increasing minimum staffing on engine companies to 3 personnel.
- Relocation of a station to improve response times and reduce risk of flooding.
- Elimination of a redundant Captain position.

Westport, CT: Robert was the lead analyst on this study develop a strategic plan for the Fire Department. Key findings/achievements include:

- Changes to the deployment model to improve services.
- Improvements to the record keeping and data reporting systems
- Relocating Fire Prevention to centralize the service in the Town.
- Implementing electronic inspection and plan review processes.

Role on This Engagement: Robert will be the lead analyst on the fire portion of this project.

Relevant Clients:

AK	Anchorage
CA	Big Bear
CA	Huntington Beach
CA	Mercer County
CA	Monterey
CO	Mesa County
CO	Steamboat Springs
CT	Greenwich
CT	Westport
GA	DeKalb County
IA	Davenport
MA	Billerica
MA	Boston
MA	Chelsea
MA	Yarmouth
MI	Sterling Heights
NC	Raleigh
NY	Bedford
NY	New Rochelle
OH	Cleveland
TX	Possum Kingdom
TX	San Antonio
WA	Bellingham
WI	Oshkosh

Years of Experience: 30

Education:

MBA, and BS, Public Safety Administration, Grand Canyon University

Professional Association:

National Fire Protection Association (NFPA)

International Association of Fire Chiefs (IAFC)

Center for Public Safety Excellence (CPSE)

DEVON CLUNIS

DIRECTOR, MATRIX CONSULTING GROUP

Devon Clunis served as Chief of Police of the Winnipeg Police Service and was the first Black police chief in Canada. He is a highly regarded policing professional, with 35 years of combined policing and consulting experience. He is recognized internationally as a thought leader in advancing policing excellence through a collaborative, community-centered approach.

Mr. Clunis served 29 years with The Winnipeg Police Service in Manitoba, Canada, retiring as Chief of Police in 2016. Most recently, he undertook the role of Inspector General of Policing in Ontario, overseeing the establishment of The Inspectorate of Policing in Canada's largest province, overseeing 45 police agencies and their corresponding Civilian Police Boards.

Experience Highlights

Province of Ontario: Provided strategic oversight of the establishment of the Inspectorate of Policing, ensuring critical collaborative input from relevant stakeholders, including the public, Police Services, Police Boards, Police Unions, and various other bodies within the Justice System framework. Oversaw all aspects of Vision, Mission, and Guiding Principles formation. Established policies, procedures, and SOP guidelines. Led the hiring of staff and created a people-centered, community-focused, continuous pursuit of excellence operational framework. Oversaw the creation of the implementation and operational, strategic plans to guide the establishment and future operations of the Inspectorate.

City of Winnipeg: Served as Chief of Police and led overarching institutional change. Facilitated the creation of five-year transformational strategic and business plans to lead the organization from 2015 to 2019. Worked with police and the community to develop a collaborative approach to community safety and well-being, resulting in a critical shift in police and community relationships.

Role in This Engagement:

Chief Clunis will utilize his extensive experience in engaging stakeholders to build strategies, focusing particularly on organizational culture and community engagement.

Relevant Clients:

CA	Los Angeles
OH	Columbus
MO	Kansas City
AZ	San Carlos
PA	Macungie
WI	Madison
AB	Edmonton
MB	Winkler
MB	Modren
ON	Kawartha Lakes

Years of Consulting Experience: 35

Years of Government Experience: 29

Education:

Law degree from Quebec City's *Université Laval.*

Political science / economics degree from Montreal's McGill University.

JOHN SCRUGGS

MANAGER, MCG CONSULTING SOLUTIONS and MATRIX CONSULTING GROUP

John Scruggs is a manager / analyst on law enforcement, public safety, and criminal justice engagements.

John's relevant experience include:

- Completed over 50 studies for law enforcement, public safety, and criminal justice clients.
- Analysis focuses on operational and staffing review, workload analysis, net annual work hour determination, and alternative scheduling analysis.
- Expertise also includes the evaluation of administrative, dispatch, investigations, patrol, records, and property and evidence functions.
- Retired Captain with 26 years of Law Enforcement Experience.

Experience Highlights

Kansas City, MO: This study evaluated the staffing needs of the Police Department. Key findings included:

- Opportunity for greater fiscal savings by transitioning 30 positions from sworn to civilian staff, primarily in administrative areas (e.g., finance, records, fleet maintenance, security, IT, and HR).
- Identified the need for additional positions related to open record requests, reviewing BWC footage, and packaging of officer videos for judicial proceedings.
- Provided insight into alternative organizational structures and span of control in administrative functions.
- Conducting workload analysis to determine staffing needs for non-patrol and investigative units.

Kawartha Lakes, Ontario: John served as the lead analyst of the on this engagement which reviewed the current staffing and developed staffing projections for a facilities study. Key recommendations included:

- Identified two patrol positions needed in the next 4 years and six positions over the next 20 years to better meet adopted proactive policing thresholds.
- Identified a shortage of detectives assigned to investigate crimes committed at the Central East Correctional Center.
- Identified an alternative fixed post staffing plan for the jail and a revised shift schedule to increase supervision in the jail.

Role on This Engagement:

He will be an analyst on the project, focusing on police investigations.

Relevant Clients:

AL	Gulf Shores
AZ	Buckeye
CA	Los Angeles
CA	San Jose
CA	Santa Clara
FL	St. Cloud
KS	Kansas City
KS	Wyandotte County
MA	Yarmouth
MN	Hennepin County
MO	Kansas City
OR	Tigard
PA	Lower Saucon
PA	Narberth
PA	Upper Macungie
NC	Waxhaw
NC	Raleigh
TX	Denton
TX	Fort Worth
TX	Glen Heights
TX	Lewisville
TX	Sunnyvale
WA	Monroe
WA	Tacoma
WI	Dodge County

Exhibit A

TERRY LEWIS

SENIOR CONSULTANT, MATRIX CONSULTING GROUP

Terry Lewis has over 30 years of fire service and consulting experience. He previously served as the Chief of the Henderson (KY) Fire Department. Terry has a strong educational background coupled with a successful track record of leading an agency of 60 personnel in a community with 30,000 residents. Terry brings a wealth of knowledge and experience evaluating the staffing and operational needs of fire and EMS operations.

Terry's relevant experience includes serving the City of Henderson, Kentucky as Fire Chief for 10 years. He began his career with the Loveland-Symmes (OH) Fire Department where he advanced through the ranks until being appointed as Chief of Henderson. He has experience in the following areas:

- Administration
- Fire Prevention
- Financial Management
- Operations
- Hazardous Materials

Experience Highlights

Yarmouth, MA: Terry was a technical analyst on this project aimed at an assessment of internal and shared service improvement opportunities. Key findings/ achievements of the project:

- Identification of consolidation opportunities in Emergency Communication Services.
- Staffing requirements for a peak hour EMS unit.
- Development of service requirements, staffing needs, and costs of operating a during winter and peak summer months.

Oshkosh, WI: Terry was a technical analyst on this study to look at the staffing, operations and deployment of the fire department. Key findings/achievements include:

- Centralizing fleet and facility maintenance in the City.
- Discontinuing the interfacility EMS transfer program.
- Reorganization to improve reporting relationships in the Department.
- Deployment changes to improve gaps in coverage in the City.

Role on This Engagement:

Terry will be a technical expert for fire operations.

Relevant Clients:

CA	Atherton
CA	Big Bear
CA	Butte County
CA	Dixon
CA	Huntington Beach
CA	Mercer County
CA	Monterey
CA	Placer County
CO	Steamboat Springs
CT	Greenwich
CT	Westport
FL	Coconut Creek
GA	DeKalb County
IA	Davenport
MA	Billerica
MA	Boston
MA	Chelsea
MI	Sterling Heights
NC	Raleigh
NH	Berlin
NY	New Rochelle
OH	Cleveland
OR	Estacada
TX	San Antonio
WA	Redmond
WI	Oshkosh

Years of Experience: 30+

Education:

BS Fire Technology, AS Accounting, University of Cincinnati

Professional Association:

National Fire Protection Association (NFPA)

International Association of Fire Chiefs (IAFC)

Center for Public Safety Excellence (CPSE)

Exhibit A

AARON BAGGARLY, AICP

SENIOR MANAGER, MATRIX CONSULTING GROUP

Aaron Baggarly is our lead analyst/facility planner on facility assessment, programming, space needs assessment, and master planning engagements.

Aaron's relevant experience include:

- Completed over 70 facility studies for all government facilities with an emphasis on public safety and criminal justice facilities.
- Conducted facility condition assessments, space allocation review, architectural space programs, and space projections.
- Develop facility master plans that address current and future spatial needs with a combination of new construction, adaptive re-use, and analysis for centralized and decentralized operations.
- Studies results in determining facility needs based on user's operational approaches.
- Over 200 staffing and operational studies for all local government operational areas.

Experience Highlights

Stafford County, VA: Aaron served as the facility assessor on this engagement which include assessment of 15 fire and rescue stations in the County. Key findings included:

- Several stations included several operational deficiencies such as a lack of drive through bays, proper vehicle exhaust systems, separate sleeping quarters, backup generators, etc.
- Assessed the facility mechanical systems, building exterior and interior, and site accessibility and security.
- Identified opportunities for consolidation of three volunteer and career stations to reduce future operational and capital cost.

Hennepin County, MN: Aaron was the lead staffing and facility analyst to evaluate the Sheriff's Office Enforcement Services Division. Key findings and recommendations included:

- Completed a comprehensive staffing analysis to meet current and projected workload.
- Completed an architectural space program that outlined individual space needs for patrol, SWAT, crime lab, and training functions.
- Evaluated the space needs for a new firearms range and training facility.
- Developed options to address several scenarios for the potential inclusion of other Sheriff's Office units in a new facility.

Role on This Engagement: Aaron will serve as a facility issues.

Relevant Clients:

AL	Gulf Shores
AZ	Buckeye
CA	Bakersfield
IA	Davenport
KS	Valley Center
KS	Wyandotte County
MN	Hennepin County
NC	Durham
NC	Wake County
ND	Red River Dispatch
NE	Fremont
NY	New Rochelle
SC	Oconee County
SC	Richland County
TX	Buda
TX	Burleson
TX	DeSoto
TX	Hays County
TX	Kyle
TX	Lewisville
TX	Prosper
TX	San Marcos
TX	Travis County
UT	Grand County
WA	Redmond

Years of Experience: 16

Education:

BS, Appalachian State University, Community and Regional Planning, Minor in GIS.

Professional Association:

American Institute of Certified Planners (AICP)

American Planning Association

Exhibit A

TIM DONOHOE

SENIOR CONSULTANT, MATRIX CONSULTING GROUP

Tim Donohoe is a 26-year law enforcement veteran with 16 years of command leadership experience with the Reno, Nevada Police Department. Tim has served as the Mission Advisor for the United States Department of Justice's International Criminal Investigative Assistance Program in the Republic of Armenia and as a Senior Law Enforcement Advisor in Ukraine. He has extensive specialized experience in international police reform, police hiring practices, internal affairs, police use of force, and police training. He is an Adjunct Professor at the University of Nevada, Reno, and is a veteran of the United States Marine Corps.

Experience Highlights

Tim most recently worked for the United States Department of Justice's International Criminal Investigative Assistance Program in the Republic of Armenia. As the Mission Advisor, he worked closely with officials in developing the country's new national patrol police force.

- Patrol police admission standards and hiring procedures
- Institutional procedures and instruction
- Training requirements and standards
- Police Training Officer (PTO) Program
- Civilian oversight.

Tim served with the Reno, Nevada Police Department for 25 years and has experience in both police operations and administration. He is a graduate of the Police Executive Research Forum's Senior Management Institute for Policing and is a National Institute of Justice, Law Enforcement Advancing Data and Science Scholar.

- Operations Division Commander
- Internal Affairs Section Lieutenant
- Training Section Lieutenant
- Recruitment, Hiring, and Backgrounds Section Lieutenant
- Patrol Lieutenant
- Regional Repeat Offender Program Sergeant
- Regional Street Crimes Unit Sergeant
- Regional Police Academy Sergeant
- Internal Affairs Investigator
- K9 Unit Sergeant
- Patrol Team Sergeant
- Regional Street Crimes Unit Detective
- Backgrounds Investigations Detective

Role on This Engagement:

Tim will serve as a lead analyst on police operations support services.

Relevant Clients:

CA Richmond
CA Signal Hill
ID Duncanville
NY Monroe County
TX Cedar Hill
VA Virginia Beach
WI Milwaukee

Education:

MA, University of Colorado, Denver

BS, Portland (OR) State University

Professional Association:

International Association of Chiefs of Police (IACP)

Police Executive Research Forum (PERF)

American Society of Evidence Based Policing (ASEBP)

PHILIP BERRY

SENIOR CONSULTANT, MATRIX CONSULTING GROUP

Philip Berry serves in a senior consultant capacity alongside management to provide in depth analysis of relevant topics, as well as providing theoretical background knowledge of criminological principles and spatiotemporal analytics.

Prior to joining Matrix, Philip spent time as a research analyst with the Virginia Criminal Sentencing Commission in Richmond, VA. Philip has also spent time at academic institutions as an instructor throughout the east coast throughout the duration of his graduate-level coursework.

Experience Highlights

Virginia Criminal Sentencing Commission: Led research analyses surrounding the sentencing practices of judges throughout the Commonwealth. Analyses surrounded the effect of changing legislation on prison bed capacity in the state.

Cedar Hill, TX: Led MCG project staff regarding patrol resource analysis, internal employee survey methodologies, and external community survey completion.

Duncanville, ID: Coordinated all survey methodologies with regards to both internal employee surveys and external comparative surveys, leading to gap analyses to strengthen practices of APD.

Madison, WI: Philip served as a part of the Strategic Plan team to develop a holistic and bifurcated Strategic Plan for the Madison Police Department.

Role on This Engagement:

Philip will lead the analysis of police administrative support functions.

Relevant Clients:

ID	Duncanville
WI	Madison
NY	Monroe County
AZ	Phoenix
VA	Virginia Beach
TX	Cedar Hill
FL	Hallandale Beach
CA	Signal Hill

Years of Experience: 6

Education:

B.A., Lebanon Valley College, Sociology

M.A., Radford University, Criminology

A.B.D., University of South Carolina, Criminology

Professional Associations:

International Association of Crime Analysts

American Society of Criminology

American Criminal Justice Society

American Sociological Association

NICK HEUERTZ

SENIOR CONSULTANT, MATRIX CONSULTING GROUP

Nick Heuertz is a Senior Consultant with the Matrix Consulting Group and previously served for six years as a Police Officer with the Palatine (IL) Police Department. During his time with the Palatine Police Department, Nick served as patrol officer, tactical unit officer, investigator, school resource officer, and community relations officer. Additionally, he has experience in threat assessment, officer resilience and wellness programs, public information officer (PIO) strategies, and non-profit partnerships.

Experience Highlights

Nick worked in a variety of capacities within the Palatine Police Department and developed several programs to improve department operations. Principally, Nick developed a comprehensive officer resilience and wellness program. Nick also developed a formal social media strategy and grew the Department's social media presence.

- Change management
- Policy writing and development
- Social media strategies
- Crisis communications planning

During Nick's assignment to the Palatine Police Department's Investigations Division, he applied for and was accepted into the Emergence Program at the United States Naval Postgraduate School. While enrolled in the program, he developed a detailed proposal to create a crime analysis program for the Palatine Police Department. In 2022, Nick was awarded the Rising Shield of Law Enforcement Award from the Illinois Association of Chiefs of Police for his work to strengthen partnerships between the Palatine Police Department and non-profit organizations in the Chicagoland area.

- Community Relations & Crime Prevention Officer
- Investigator & School Resource Officer
- Tactical Unit Officer
- Patrol Officer

Role on This Engagement:

Nick will serve as an analyst on selected functions and assist with data analytics.

Education:

BA, Purdue University

Emergence Program, United States Naval Postgraduate School

Awards:

2022 Rising Shield of Law Enforcement Award, Illinois Association of Chiefs of Police

Professional Associations:

International City/County Management Association

Police Executive Research Forum

Exhibit A

RYAN PETERSON

CONSULTANT, MATRIX CONSULTING GROUP

Ryan Peterson is a Consultant with the Matrix Consulting Group, specializing in GIS and data analytics.

He has over 5 years of experience conducting geospatial analysis for public safety agencies.

Experience Highlights

Los Angeles, CA: LAPD Basic Car Area Boundary Stud

- Assisted in the recreation the patrol geographic deployment structure from the granular level, resulting in 202 new patrol areas, up from the 168 that existed previously.
- Analyzed patrol resource allocation strategies, recommending improved methods in order to better equalize service levels.

San Francisco, CA: Police Department Staffing Analysis

- Analyst on a comprehensive staffing study of the department.
- The project was designed to create defensible methodologies for determining the staffing needs of all 600+ assignments in the department based on service needs and other factors. These methodologies were then used to recommend appropriate staffing levels in every position.
- Developed and designed an interactive analytical tool for SFPD to use in the future to recreate the analysis in its entirety.

Jefferson County, OR: Fire and EMS Feasibility Study

Ryan was a data and GIS analyst on this project that examined the feasibility of consolidating private EMS with the County Fire District.

- Conducted calls for service and unit utilization analysis.
- Conducted financial analysis related to costs of providing both services now and into the future.
- Developed mapping scenarios to illustrate travel time performance from various station locations

Role on This Engagement:

Ryan will serve as a data analyst.

Relevant Experience:

CA	Los Angeles
CA	San Francisco
CO	Steamboat Springs
FL	Miami Beach
FL	Orange County
HI	Kauai County
IL	Rockford
MD	Harford County
MO	Kansas City
NC	Raleigh
OH	Columbus
TX	Fort Worth
TX	Travis County
WA	Tacoma
WI	Oshkosh

Years of Experience: 5

Education:

BS in Geography, University of Oregon

2.5 References

The table below provides information for past Police and/or Fire Department Study clients.

Phoenix, Arizona

North Phoenix Infrastructure Pilot Study

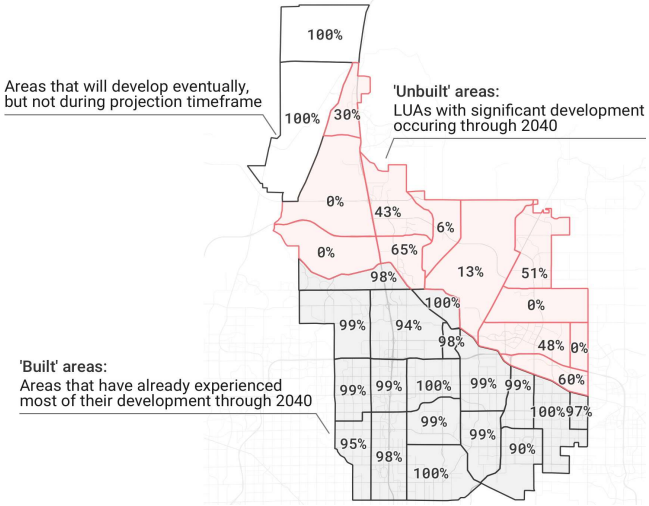
Adam Miller
Development Team Leader
City of Phoenix
(602) 262-3111
adam.miller@phoenix.gov

In this project, the Matrix Consulting Group was retained by the City of Phoenix to conduct the North Phoenix Infrastructure Pilot Study, which sought to determine future public safety needs within the growing northern areas of the city. Objectives included:

- Assess current workload and service needs of the Police and Fire departments, examining the relationships between land use and the geography of public safety service provision.
- Project service demands resulting from growth.
- Identify capital facility needs and requirements.
- Forecast facility costs and locations.

Key findings and conclusions included:

- About 90% of the development over the next 19 years is expected to take place within the area north of the Central Arizona Project canal, which is currently mostly unbuilt.



- An additional Police precinct will be needed by 2036 as a result of development forecasted in the study area.
- Staffing needs that scale with service needs, will require the police department to add 201 sworn and 50 civilian positions by 2040 as a result of growth and development.

Cedar Hill, Texas

Policer and Fire Department Strategic Plans

Melissa Valadez-Cummings
Deputy City Manager
972-291-5100 x-1030
melissa.valadez@cedarhilltx.com

The Matrix Consulting Group was retained by the City of Cedar Hill to develop a strategic plan for the Fire and Police Departments. The project assessed current and projected staffing, deployment, station location and facility needs over a 10-year planning period.

The fire study found issues in developing an effective response force in the central portion of the City and issues with response time performance to the developing southern portion of the City. The study also identified efficiencies that could be gained by enhancing the current regional service delivery model.

The police study found that redeployment staff with a cover shift included better provided a consistent ability to respond to calls for service as well as to be proactive. Re-organizing a neighborhood service unit under operations provided improved partnerships with the community. Finally, restoring the traffic unit increased proactivity capabilities further still. Staffing projections provided a position by position basis for10 years.

Denton, Texas

Police Department Staffing Study and Projections

Frank Dixon, Police Chief
(940) 349-8181
frank.dixon@cityofdenton.com

The firm developed a staffing and deployment plan for current needs as well as to meet growing and changing demands. Handling current and projected workloads also justified greater use of alternative response techniques, including civilian response, telephone and internet reporting. Projection methodologies incorporated city and regional planning on development to forecast workloads for each function and resulting staffing needs.

Of note, detectives were understaffed, resulting in high levels of cases deferred for investigation. However, case management approaches needed to be strengthened.

Fremont, Nebraska

Fire Department Master and Strategic Plan

Todd Bernt
Fire Chief
(402) 727-2688
todd.bernt@freemontne.gov

The Matrix Consulting Group was retained by the City of Fremont to conduct a long range strategic and master plan for the Fire Department. The project assessed community risk, staffing levels, response capabilities, station locations and the deployment plan of the fire department.

The study found the need for additional administrative staff, improvement opportunities in call processing and turnout times the need for additional operational staff to reduce the reliance on call-back personnel to staff EMS units and the need to formally establish fire prevention programs. Long-term there is the need to replace the current fire station.

3 Cost Proposal

We propose to develop the Police and Fire Department Strategic Plans for a fixed price of **$134,900**. The table below shows the allocation of costs by task and project team classification.

	PM/VP	Sr. Manager/ Manager	Sr. Consultant/ Consultant	**Cost**
Initiation / Interviews	16	56	48	$25,400
Employee Input	4	4	12	$4,100
Descriptive Profile	8	32	40	$16,000
Police Staffing Analysis	16	48	56	$24,800
Fire Staffing Analysis	16	44	40	$21,500
Projections	12	48	40	$21,000
Final Report	16	32	32	$17,600
Total Hours	88	264	268	
Hourly Rate	$350	$225	$150	
Total Professional Fees	**$30,800**	**$59,400**	**$40,200**	**$130,400**
Project Expenses				$4,500
Total Project Cost				**$134,900**

The cost breakdown for this by department would be:

Police Department – $82,900

Fire Department – $52,000

Proposal to Develop Police and Fire Department Strategic Plans

DUNCANVILLE, TEXAS

March 6, 2024

matrix consulting group

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matrix consulting group

March 5, 2024

Douglas Finch
City Manager
City of Duncanville
203 E Wheatland Avenue
Duncanville, TX 75116

Dear Mr. Finch:

The Matrix Consulting Group is pleased to submit our proposal to develop Police and Fire Department Strategic Plans for the City of Duncanville. We are comprised of highly experienced management consultants, specializing in public safety services, having provided a wide range of services to over 400 police and over 400 fire agencies in Texas and across the country as well as internationally for over 20 years.

The following examples of recent work shows the diversity of our police study client base in Texas alone:

Austin, TX	Denton, TX	Lewisville, TX
Buda, TX	Fair Oaks Ranch, TX	San Antonio, TX
Boerne, TX	Fort Worth, TX	Sunnyvale, TX
Burleson, TX	Glenn Heights, TX	Texas City, TX
Cedar Hill, TX	Kyle, TX	Travis County, TX

In addition, we are currently working with Addison and Cedar Park, TX and Broken Arrow, OK on staffing and strategic planning studies.

We have also worked extensively to provide a wide range of services to fire agencies across the country. The following table provides a partial list of recent fire studies:

Aspen, CO	Dinuba, CA	Sandwich, MA
Bellingham, WA	Dixon, CA	Sebastopol, CA
Berlin, NH	Grants Pass, OR	Valley Center, KS
Big Bear, CA	Gresham, OR	Westport, CT
Desoto, TX	Los Banos, CA	Yarmouth, MA

1650 S. Amphlett Blvd., Suite 213 ▪ San Mateo, CA 94402 ▪ 650.858.0507
SF Bay Area (Headquarters), Charlotte, Dallas, Fort Myers, Irvine, Portland, St. Louis

In addition, we are currently working with Addison, Cedar Park, Georgetown, and Round Rock, TX on staffing and strategic planning studies.

The following points characterize our approach to conducting police fire assessments:

- All staff for our proposed team are extremely experienced, having themselves conducted up to hundreds of police and fire service studies.
  - The President of the firm, with 40 years of fire service analytical experience would manage the project. He has led all of the firms public safety studies since founding the Matrix Consulting Group 20 years ago.
  - Our lead police analyst, Ian Brady, leads our police practice having been a key member or lead on over 100 studies in the past 11 years. He has created our deployment and projection models for police and fire.
  - Our lead fire analyst, Robert Finn, has also led the analysis of over 100 fire department staffing studies across the country. He also has been with the firm for over 12 years.
  - Other staff assigned to this project have between 10 and 35 years of public safety and/or consulting experience.
- We are a 'fact based' firm providing detailed data collection and analysis.
- We obtain extensive input from stakeholders in all our studies, including municipal managers and elected officials, police and fire service managers and staff.
- We work closely with our clients through interim reports and review meetings.

If you have any questions, please do not hesitate to contact me either at the letterhead headquarters' address, by phone at 650.858.0507 (and 650.397.4050 fax) and by email at rbrady@matrixcg.net



Richard Brady, President
Matrix Consulting Group, Ltd

1 Scope of Services and Schedule

This section of our proposal includes a description of our approach and the specific steps to be provided in the scope of services.

1.1 Approach

We want to stress several aspects of our overall management plan for this assignment. Our intent here is to demonstrate how we will produce results that are accurate and concrete, substantive, defensible and can be implemented. These aspects include:

- **Information Gathering.** Important to the success of the project are the methods that we will use to collect, analyze, and present information to formulate findings and develop and assure acceptance of recommendations.
- **Interviews.** Interviews are a staple of our consulting approach. In this study, we will interview the appropriate individuals managing and carrying out the work in the Police and Fire Departments to understand their service needs and expectations.
- **Data Analysis and Performance Metrics.** The Matrix Consulting Group uses "best management practices" against which to assess the services provided in the City. This approach would be useful in this study to assess the current approaches to service delivery.
- **An Inclusive Stakeholder-Oriented Approach.** Stakeholder involvement is a critical component of this study. We propose to conduct individual interviews with Police and Fire Department managers and supervisors, and many line staff.
- **Project Management**. Project management techniques include defining work, schedules and budgets in advance and working closely with the City to ensure the successful implementation of our proposed project approach and maintaining the schedule. These project management approaches have resulted in all our projects being delivered at a high level of quality, on time and on budget.

We would prepare progress reports periodically throughout the study to report progress to date, problems or obstacles encountered, and planned project activities over the next several weeks.

1.2 Scope of Work

The City of Duncanville is seeking a comprehensive assessment of its public safety services, seeking recommendations to address the anticipated needs of a still growing and changing diverse community. This study will evaluate its police and fire current and projected staffing needs.

In today's environment, planning for future public safety needs is critical. By developing a plan, the City has control over its resource and service choices. The impacts of growth can be quantified to the benefit of the City and the community. Public safety needs are changing, community expectations are changing, and fiscal realities underscore the need to evaluate alternative service delivery approaches and forms of community support.

1.3 Task Plan

The following task plan outlines our plan to conduct the study, including each interim deliverable leading to the final report.

Task 1 | Project Kickoff and Initial Interviews

In order to conduct the study of the Duncanville Police and Fire Departments, the project team will first develop an initial understanding of the departments and their service environments, as well as seek input on existing service levels and potential issues from department managers and key stakeholders. This task, which involves significant number of interviews by the project team, allows for an opportunity to learn about the unique characteristics, programs, and services provided by the departments. This process includes the following elements:

- Interviews with the City Manager and Council in order to obtain their views on police and fire service issues and improvement opportunities.
- These initial interviews will lead to interviews of community leaders who have a public safety interest or connection.
- Interviews with the chiefs and command staffs in Police and Fire in order to obtain their views on public safety service issues and improvement opportunities, as well to confirm the goals and objectives of the study.
- Conduct a kickoff meeting with the project review committee, including a review of project objectives, approach, interim deliverables, and schedule.

- Conduct one-on-one interviews with Duncanville Police Department and Fire Department personnel in order to develop our understanding of the organization, service demands, service levels, and issues.
- Interview contacts within the departments to start the data collection process in that area and identify other key contacts within the organization.

These initial interviews will focus on determining individual attitudes toward current public safety services and organizational considerations, including the following topics:

- Adequacy of existing service levels.
- Management systems.
- Responsiveness to community priorities and other service needs.
- Resource constraints and contributing factors.
- Coverage concerns and shift scheduling issues.
- Growth prospects for the City.

The project team will also begin to collect various documents, including departmental goals, vision, and objectives statements, as well as other organizational materials and budgetary documents.

We will also initiate contact with the City's Department of Development Services to understand growth prospects and development in Duncanville.

TASK RESULT

Based on the results of these interviews and initial data collection, the project team will prepare an issues list that will provide the basis for subsequent analytical steps. The project team will also finalize the project work plan project deliverable schedule.

Task 2 | Receive Employee Input

This study is a critical component in providing a forum for the consultants to hear feedback from employees and develop constructive strategies around this feedback. Input from within the Police and Fire Department is critical to understanding issues regarding service delivery and alternatives. Additionally, their views are instrumental in helping to understand the greater context of public safety-community relations.

While many employees will be individually interviewed, the project team will develop and administer an online employee survey to obtain input on key issues directly within the scope of this study.

TASK RESULT

The project team will gather employee input to better understand their views on Police and Fire Department response and alternatives.

Task 3 | Descriptive Profiles of the Police and Fire Departments

The project team will document its initial understanding of the departments, their service levels, staffing, and service environments in descriptive profiles. The profiles will also present workload data, preliminary analysis, organizational charts, deployment schedules, and a summary of key characteristics and dynamics of the community.

A primary aim of developing the descriptive is to provide a foundation for subsequent analysis by ensuring the accuracy of our assumptions and understanding of key details.

For each department, divisions and units, the descriptive profile will detail:

- Current (filled) and authorized staffing levels by classification.
- Key responsibilities and duties for each unit, command staff, and unique role within the department, including all administrative and support units.
- Organizational structures and reporting relationships.
- Deployment structures of field services, including for suppression and patrol:
  - Detailed visualization and tables showing the current shift schedule, including personnel assigned to each, start times, and workday rotations.
  - Areas of geographic responsibility.
- For investigative units, total caseloads, a description of case management practices, and case assignment processes.
- Numbers of staff and roles for support and administrative staff (e.g., training, prevention, programs, finance, etc.).
- Document recruitment and training dedicated to staff.
- Deployment of stations and apparatus in use by the Fire Department as well as Police Department facilities.

The draft document will be reviewed with the departments and with the project steering committee, with corrections and revisions being made thereafter. This meeting will also provide an opportunity to discuss initial observations and findings, coordinate any remaining data collection needs, and discuss the next steps of the project.

This task in the study will also document crime and fire protection risks in the City and what steps are in place to mitigate these risks through community partnerships and/or the City's resource allocation.

TASK RESULT

Descriptive profiles will be detail the organization, staffing, and operations, of the departments, as well as key characteristics of the service environments. This would be reviewed with the departments and the project committee.

Task 4 | Analysis of Police Department Workloads, Staffing, and Deployments

The project team will develop a comprehensive analysis of staffing needs for every function of the department, as well as strategies achieving the best use of existing resources. While different analytical factors and processes are used to determine staffing needs for each function, the project team will examine strategies for deploying, allocating, and managing the operations of personnel around a number of key considerations:

For every function, the analysis will focus on the ability of staffing levels to achieve targeted service levels and support effective operations management, such as review of the following:

- Key workload drivers and processes for administrative and support functions.
- Are spans of control within targeted ranges for individual functions?
- Are controls for overtime usage adequate, and what are the key drivers of overtime by type (e.g., to backfill, staff special events, etc.)?

(1) Patrol Workload, Proactivity, and Staffing

Analysis of community-generated calls for service using computer aided dispatch data is central to this effort. project team will determine current service levels through the following:

- Analysis of patrol workload, including at the following levels:
  - Calls for service by hour and weekday, month, area, priority level.

  - Response and travel times by priority level and call classification.
  - Total spent handling calls by primary and backup units by time and area.
  - Factors and assumptions for other workload factors, such as report writing.

- Patrol self-initiated activities and community engagement strategies, including:
  - Self-Initiated activities by hour and weekday.
  - Trends in types and frequency of self-initiated activities.
  - Relationship between uncommitted time and officer-generated activity.

- Determine patrol staffing needs, both overall and at the level of each patrol division and shift, based on workloads and targets for proactivity.

- Develop an understanding of the growth factors that will impact patrol.

- Analyze patrol supervisory staffing needs based on span of control and the impact of the administrative workloads handled by sergeants and ability to be in the field.

- The project team will evaluate the interactions of Patrol with investigations, specialized units, and regional assets. This will be accomplished through:
  - Evaluate how data-driven techniques support coordinating field resources.
  - Develop an assessment of how staffing in these functions compare to performance goals and objectives for meeting certain service level targets.

- Critically especially for field services, how is the community's perceptions and needs identified and prioritized?

(2) Patrol Shift Schedules and Deployment

The project team will utilize the firm's patrol resource allocation model to determine the most optimal and effective deployment of personnel, including the development of alternative shift configurations. This incorporates:

- **Net availability factors**, including leave, training, vacation, FMLA, military, sick, and other categories that result in employees not being on duty on a particular day. This is tied to all staffing calculations and stratified into different functionality categories, such as patrol officers, who have unique factors shaping their availability.

- **Unallocated (proactive) time capabilities:** The schedule must ensure that officers are optimally deployed in relation to times and days when workload is greatest, ensuring that proactive time capabilities are consistently and equitably distributed by shift.

- **Current staffing constraints and future needs:** Shift schedules must not only incorporate current limitations, but also be designed to be scalable and reflect the changing service environment, as well as adaptability to future staffing scenarios.
- **Overtime usage:** Shift schedules and minimum staffing considerations are central to the question of overtime usage, as shift schedules guide the probability that overtime must be used to backfill needed positions. As a result, the requirements for deploying staff and targets for minimizing overtime must be set to specific thresholds that feed into coverage requirement calculations from a standpoint of probability – i.e., the likelihood of there being insufficient staff available on duty on a particular day.
- **Qualitative factors** are also critical to consider in developing new deployment schedules, such as employee quality of life factors, fatigue, and other concerns. These issues drive rates of retention and the ability to attract candidates.

The analysis of shift schedules will examine opportunities to optimize the current configuration as well as the feasibility and effects of implementing alternative schedules, including the allocation of personnel by squad, watches, start times, and other factors.

(3) Call Diversion

Over time, and particularly over the past decade, more and more has been asked of law enforcement personnel. They have been asked to function as social services staff in responding to issues of homelessness, intervene in situations involving persons experiencing mental health crisis, and serve numerous other roles beyond what was expected in the past.

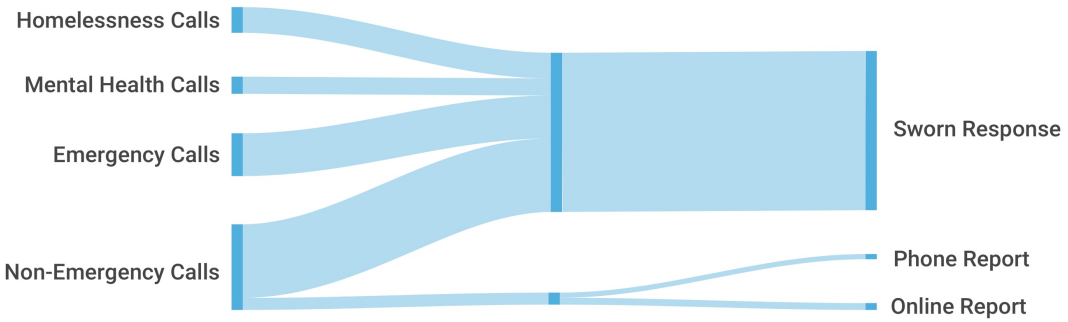
At the same time, service level expectations have not diminished. Perhaps more than ever, law enforcement personnel have been asked to respond to minor, non-emergency calls such as non-injury accidents, and calls that simply do not need to be law enforcement matters.

Call diversion provides an opportunity to re-imagine and reconfigure these responsibilities, allowing departments to balance workload between field patrol personnel and other types of specialized resources.

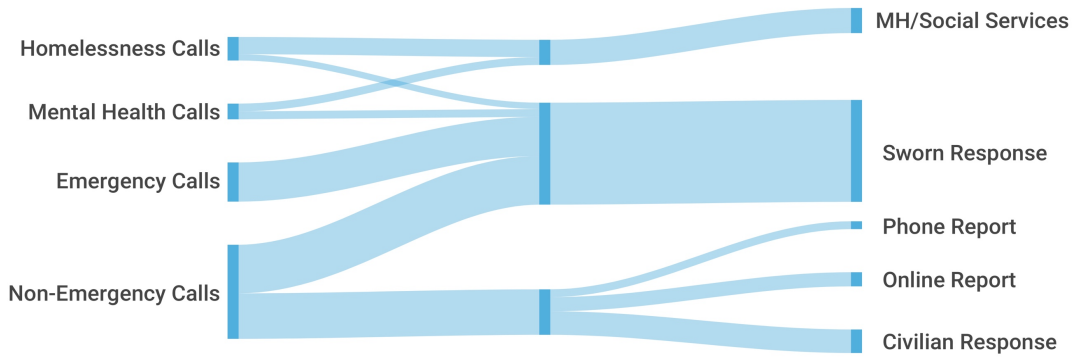
The following pages provide additional examples of the firm's approaches to analyzing calls for service, patrol proactivity/unallocated time, and alternative response concepts:

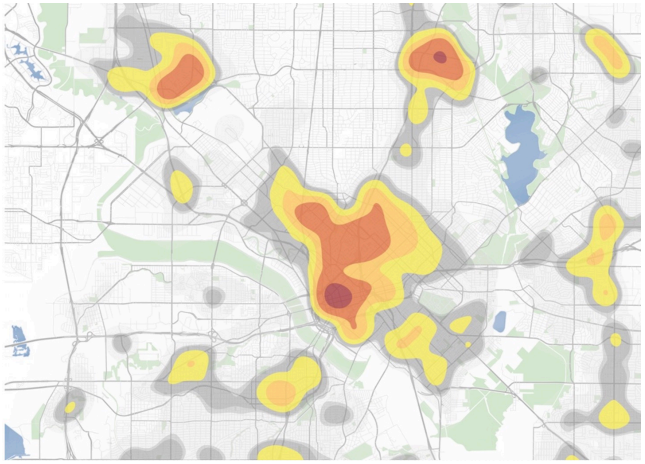
Time	# Units	S	M	T	W	Th	F	Sa	Overall
2am–6am	31.4	15%	59%	55%	58%	57%	46%	26%	45%
6am–10am	37.0	57%	47%	46%	46%	49%	47%	52%	48%
10am–2pm	38.9	19%	-1%	3%	5%	5%	1%	8%	6%
2pm–6pm	73.6	46%	38%	36%	34%	33%	37%	41%	43%
6pm–10pm	52.3	15%	8%	14%	10%	14%	7%	17%	16%
10pm–2am	53.6	8%	35%	29%	37%	34%	28%	9%	35%
Overall	47.8	32%	33%	33%	34%	34%	30%	30%	32%

Before Implementing Call Diversion Approaches

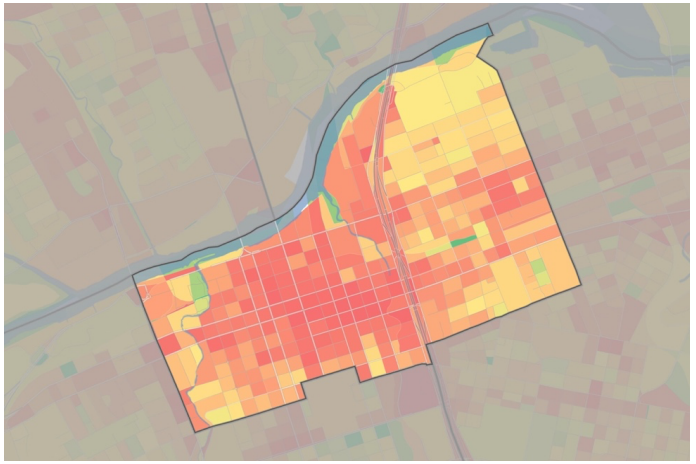


After Implementing Call Diversion Approaches

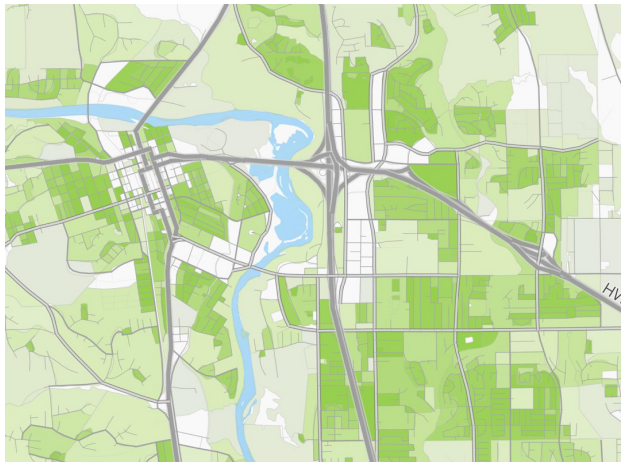




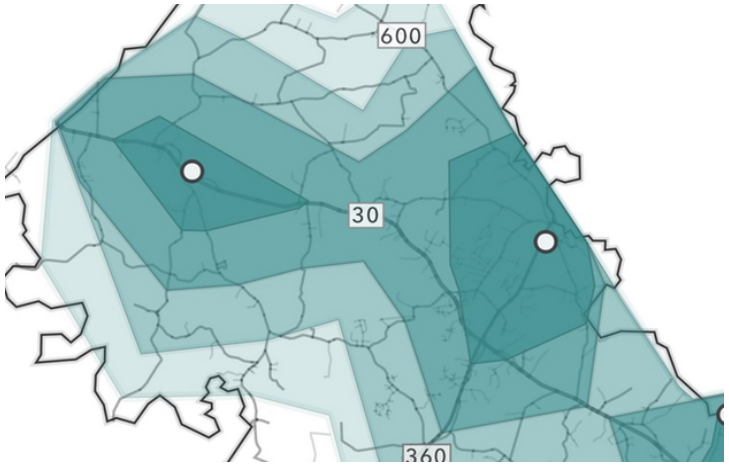
Identification of call hotspots to determine emerging service needs



Block-by-block analysis of patrol resource needs



Analysis of population density throughout the jurisdiction



Response time analysis for emergency incidents

(4) Investigations

The analysis of investigations workload and staffing needs incorporates input received from the interviews conducted with supervisors and line level detectives, comprehensive collection of data to examine caseloads and associated workloads, as well as a review of participation in specialized regional task forces. Through this process, the project team will develop an analysis of staffing needs for all investigative functions, including:

- Case assignment and screening.
- Management of versus inactive cases.
- Average workloads by detective in each investigative unit.
- Coordination with patrol and records.
- Average time from initial report, assignment of the case, and start of work.
- Solvability factors and work priority management.
- Division of case types by unit – are investigations too generalized or specialized given workloads, service levels, and investigative outcomes?

(5) Other Functional Areas and Organizational Structure

In **records and support services**, the analysis will focus on hours of coverage, scheduling, and technology.

In **recruitment and training**, how does the APD identify strong candidates to reflect not only technical abilities but also ethical and engagement needs with the community?

How does academy and in service training in reinforce skills and community needs? Initial and ongoing training of sworn and civilian personnel will be evaluated, including facilities.

In functions such as **animal services**, the relationship between coverage and workloads is critical, including desired levels of proactivity.

The **organizational structure** will also be examined from the perspectives of:

- Gaps and duplication in responsibility
- Rank structure
- Spans of control
- Functional alignments
- Opportunities to civilianize administrative functions or their supervision.

TASK RESULT

The project team will develop an interim deliverable report that provides a comprehensive analysis of the workload and staffing in each unit in the Police Department. This will be reviewed with the Police Department and project committee.

Task 5 | Analysis of Fire Department Workloads, Staffing, and Deployments

The project team will develop a comprehensive analysis of staffing needs for every function of the Fire Department, as well as strategies achieving the best use of existing resources. While different analytical factors and processes are used to determine staffing needs for each function, the project team will examine strategies for deploying, allocating, and managing the operations of personnel.

For every function, the analysis will focus on the ability of staffing levels to achieve targeted service levels and support effective operations management, such as review of:

- Key workload drivers and processes for administrative and support functions.
- Are spans of control within targeted ranges for individual functions?
- Are controls for overtime usage adequate, and what are the key drivers of overtime by type (e.g., to backfill, staff special events, etc.)?

(1) Assessment of Fire Stations and Apparatus

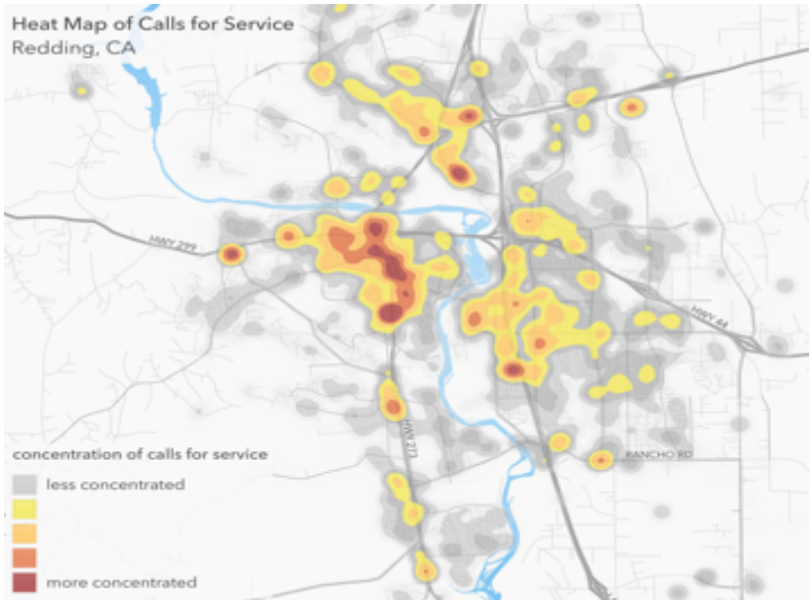
The existing stations will be toured to ensure they provides an appropriate and safe location for employees to work and operate from. The project team will tour the facility utilized by the Fire Department to review the following:

- **Complete a detailed facilities inventory.** We will meet with facility management personnel to review maintenance histories for the two fire stations.
- **Conduct a functional analysis of the station.** We will tour the fire stations to analyze the building condition, efficiency, square footage, and adjacencies. We will identify underutilized and crowed spaces/conditions. What is the access/egress from the facility? Can it accommodate other amenities? Are there immediate maintenance or improvements needed? Is there proper ingress and egress at the facility? What is the long-term projection for the station life cycle?
- **Apparatus Assessment.** During the station tours an assessment of the apparatus housed at the station to ensure it meets the current and projected needs of the response area will be conducted with the age, condition and serviceability of the

apparatus documented. This will allow the development of an appropriate apparatus replacement schedule during the development of the study.

(2) Analysis of Responses

The project team will evaluate the workloads of the AFD and how it relates to risks. The first step will be a demand study that will analyze and geographically display the current service demand by incident type and temporal variation.



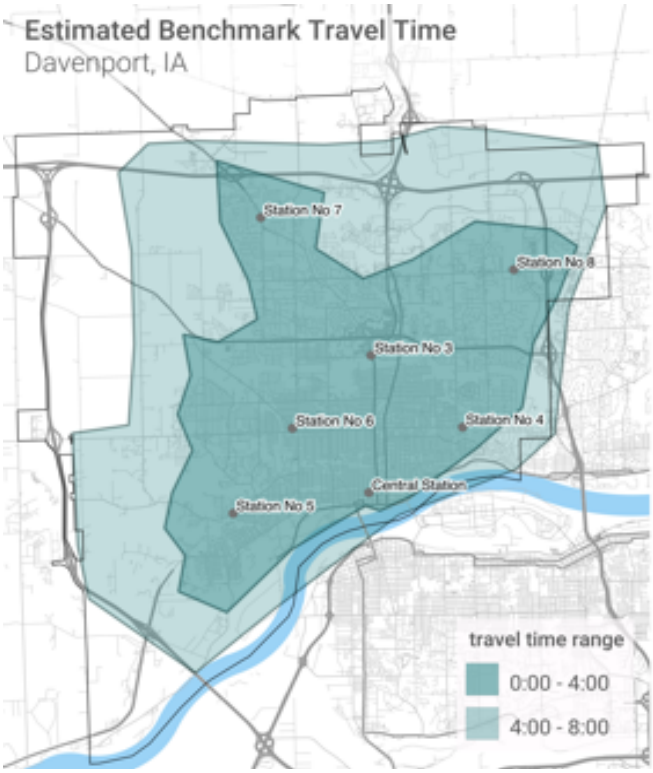
We will develop a matrix for the common and predictable risk types and corresponding staffing, resource needs and time standards to mitigate these types of emergencies. This will allow comparison of the current deployment capabilities against community risks, call demand and community expectations. A summary of the current available resources and how they correspond to the community risk profile will be developed.

At the same time, we will evaluate the current facility and apparatus deployment strategy, analyzed through GIS software, with identification of service gaps and redundancies in initial unit arrival.

The project team will then review and evaluate responses in areas specifically involved in, or affecting, service levels and performance. Key areas to be reviewed will include:

- Analysis of response time capability to achieve a full effective response force

- Analysis of company and staff distribution as it relates to the assembly of an effective response force.



- Analysis of current workloads, including unit hour utilization of individual companies
- Analysis of call concurrency and the impact on the ability to assemble an effective response force an impact on resource exhaustion, including reflex and travel times
- Review of current automatic and mutual aid documents to determine the ability of outside agencies to assist in the delivery of emergency services and development of an effective response force
- Development of an optimal station placement and staffing plan to address current needs and future planned growth.

This task will be focused on evaluating the staffing and deployment of personnel associated with emergency service delivery. This evaluation will focus on the following types of issues:

- How is leave managed to minimize the impacts of overtime?
- What are the utilization rates of suppression and EMS personnel? Are there opportunities to increase their utilization in non-emergency activities?
- Does the Fire Department track and manage key personnel indicators such as use of sick leave, workers compensation, etc.?
- Are there issues with utilization and results of special assignments in the Department?

(3) Fire Prevention Services

Through interviews with Department staff, analysis of existing codes and ordinances and discussion with Planning and Zoning representatives in the City, we will gain a full understanding of the current approach to providing fire prevention related services. This will include:

- Understanding the organization and responsibilities of fire prevention services to include staff time allocation and assigned responsibilities for plan reviews, inspections, public education, and other fire prevention activities.
- How are development services coordinated in the City?
- What are the requirements for built in fire protection in the City?
- How are fire suppression and EMS personnel used to assist in fire prevention efforts?
- How does fire prevention fit into the overall City risk management programs?
- How are fire investigations handled in the City?

(4) Internal Support Services

This task will examine the various management roles and support services of the Fire Department to include training, fitness and wellness and administrative support. This information will provide a base to assess issues associated with:

- Recruitment, hiring and retention practices to attract and keep a quality workforce
- Initial and ongoing training of sworn and civilian personnel including facilities
- Career development plans and how personnel are prepared for promotion
- Roles of administrative personnel (e.g., finance, human resources, IT).

- Roles of civilian personnel and opportunities to improve the use of civilians
- Evaluation of Emergency Management practices including how plans are reviewed, updated and trained on regularly?

TASK RESULT

The project team will develop an interim deliverable report that provides a comprehensive analysis of the workload and staffing needs of each unit in the Fire Department. This will be reviewed with the Fire Department and project committee.

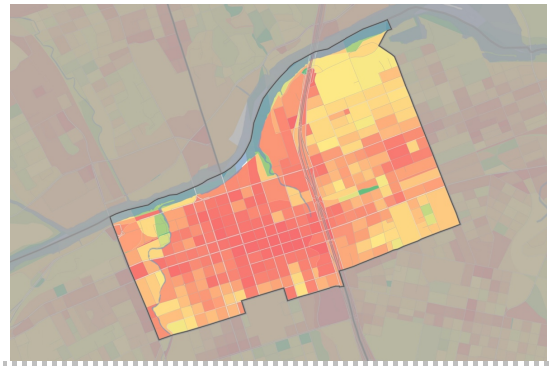
Task 6 Projection of Police and Fire Department Service Demands and Personnel Resource Needs.

The unique factors of a community shape the service environment that public safety personnel operate in, and as a result, there is not a one-size-fits-all approach to identifying strategic planning.

The modeling system we have developed to determine the impacts of development and growth on fire service demands is the combined product of using advanced technical capabilities and our experience in working with local government clients.

Key aspects of the model employed to create an accurate and defensive model for planning service and personnel needs while factoring future demands created by growth and urban expansion. These will include the following:

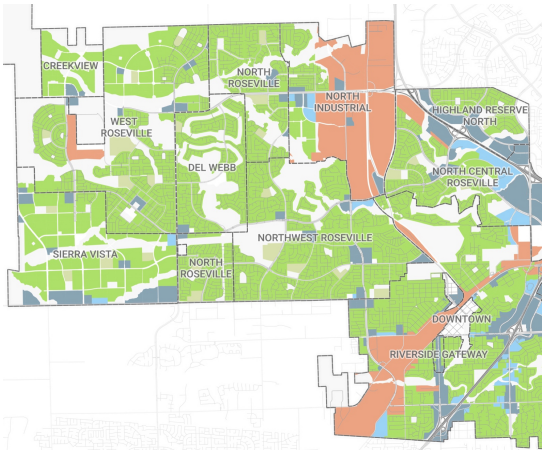
Illustrative Factors Considered to Project Future Staffing Needs



Geographic Analysis of Service Needs

In order to model the effects of the anticipated development project in Duncanville, it is critical to understand the rates at which existing and similar developments generate workloads and other public safety service needs.

Our analysis will utilize a GIS-centered approach to examine geospatial trends in service demand.

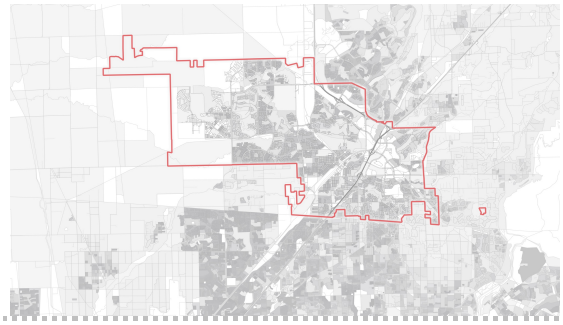


Land Use and Redevelopment

Different types of residential, commercial, and industrial zoning spaces have unique impacts on public safety service needs.

We will meet with Duncanville's Planning and Zoning staff to understand how land is used currently, as well as the configurations of the anticipated development project, in order to accurately model how these needs will evolve.

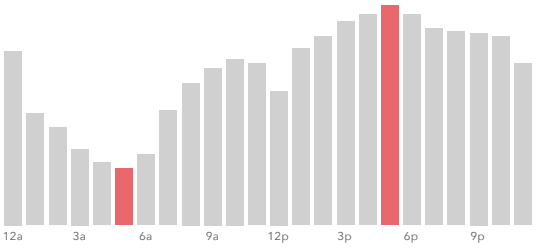
The data collected from Planning and other resources will form the basis of our GIS model of how fire service needs will evolve over the projection timeframe.



Regional Interactions

Understanding the context of the community within its surrounding region is essential to forecasting its planning needs.

This includes developing an understanding of factors such as the daytime working population and effects on field resource demands in the mixed-use environment of this proposed project.



Workload-Based Projections

Rather than base projections for future staffing needs on a simple ratio such as officers per capita, our analysis builds staffing needs from how workload is changes – whether driven by calls for service, inspection workload, or reports and administrative workloads for other staff.

Data collected for the analysis of projected service and personnel needs includes the following:

- CAD data (up to the past three years if current CAD system has been in place for that timeframe).
- Supporting information for CAD analysis (e.g., unit code and incident type lists, incident report totals).

- Planning and land use GIS shapefiles (preferably including information such as commercial space, housing unit counts, and other key target hazard data)
- Information on planned developments, including expected timeframes for completion when possible

The project team will collect other publicly available data used for the analysis, such as current and proposed road networks, census data, and geographical features.

The results of the service need and staffing projections will be developed into an interim deliverable that provides comprehensive projections for service and staffing needs for every fire department function to meet current services and provide services to the City and contract entities. The projections will be provided at multiple timeframes in order to provide for a more accurate planning process.

TASK RESULT

The analysis will result in an interim deliverable that comprehensively projects public safety service and staffing needs related to the planned development for each function in the Police and Fire Departments. The project team will review the draft deliverable with the steering committee on site and make revisions as needed.

Task 7 | Final Report

Following the gap analysis, the project team will develop the draft final report. The report includes a comprehensive analysis of all items in the scope of work, along with timelines, impacts, and targets for implementing changes. It is comprised of the following:

- An executive summary, which includes an overview of the process used to conduct the study, key results, and a comprehensive list of all recommendations made in the report.
- Analysis of staffing resources, operations, and deployment for all Police and Fire Department functions, which includes:
  - Analysis of current police and fire field workloads and staffing needs.
  - Shift configuration and assignment optimization and alternatives.
  - Deployment and staffing needs for specialized resources.
  - Investigative workloads, specialization, and case management practices.
  - Prevention and training opportunities for improvement.
  - Administrative staffing and functionality.

- Analysis of projected staffing on a position by position basis for a 20 year planning period. The staffing analysis will be tied to analysis and projections of facility needs for both departments
- Implementation plans for each recommendation.

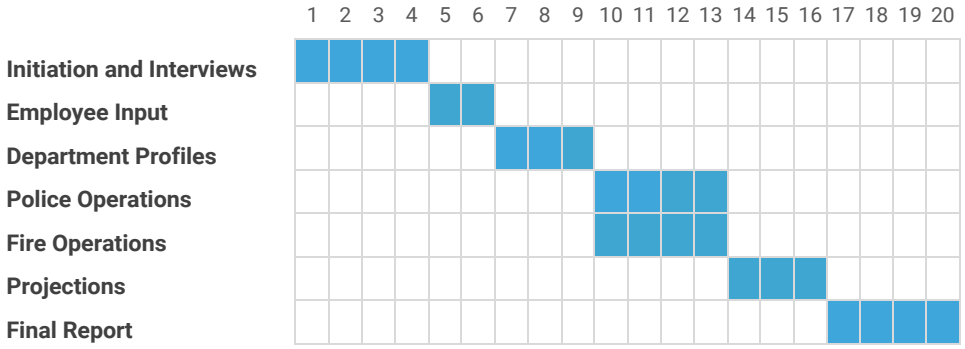
Following completion of the draft final report, the document will be reviewed with the project steering committee, and revisions will be made thereafter. Upon finalization of the report, the project team will be available to present the results of the study to the Duncanville City Council.

TASK RESULT

The project team will complete a draft report, which will be reviewed with the project steering committee. After revisions and any modifications have been made, the project team will be available as to present the final report to the Council.

1.4 Proposed Project Schedule

The following presents our proposed timeline to complete the study on a week-by-week basis for a projected 5-month duration from project initiation to completion of the draft report.



2 Experience of the Firm and Project Team

This section of our proposal provides a brief introduction describing our firm's organization and services.

2.1 Introduction to the Matrix Consulting Group

Founded in 2003, the Matrix Consulting Group was formed by senior government consultants who created it to provide the depth of analysis needed to help our clients solve problems and prepare for the future. Our only business focus is the provision of organization and management analytical services to local government. Since being founded 21 years ago we have served our clients in over 1,700 consulting projects providing support to the efficiency of operations and better plan for the future.

We provide a wide range of service to our local government clients – including management, staffing and operations audits, feasibility studies, and cost of service studies for every local government service area. However, as later sections demonstrate, public safety is our largest service area.

Our firm is incorporated in California and has two offices there; we are also registered as a foreign corporation in Texas. As a national firm, we also have offices in the Dallas Metroplex, Portland (OR), Southern Illinois, Tampa / Fort Myers (FL), and Charlotte / Raleigh (NC). We also have an office in Nova Scotia, Canada. We currently have 27 full-time and 7 part-time staff.

2.2 Law Enforcement Consulting

While we provide a variety of services to local government our most significant service area is public safety. The Matrix Consulting Group project team has conducted studies of more than 400 law enforcement agencies in Texas and throughout the United States and in Canada. Our services in police consulting are varied and include:

- Community-centered policing.
- Staffing, deployment and scheduling.
- Organization and management of services.
- Strategic, resource and management planning.

The following examples of recent work shows the diversity of our police study client base in Texas alone:

Austin, TX	Denton, TX	Lewisville, TX
Buda, TX	Fair Oaks Ranch, TX	San Antonio, TX
Boerne, TX	Fort Worth, TX	Sunnyvale, TX
Burleson, TX	Glenn Heights, TX	Texas City, TX
Cedar Hill, TX	Kyle, TX	Travis County, TX

In addition, we are currently working with Addison and Cedar Park, TX and Broken Arrow, OK on staffing and strategic planning studies.

2.3 Fire and EMS Consulting

The Matrix Consulting Group project team has conducted studies of more than 400 fire and emergency medical service agencies in the region and throughout the United States and in Canada. Our services in police consulting are varied and include:

- Fire service staffing and deployment studies.
- Master planning and strategic planning.
- Standard of cover studies.
- Feasibility assessments.

We have worked extensively to provide a wide range of services to fire agencies across the country. The following table provides a partial list of recent fire studies:

Aspen, CO	Dinuba, CA	Sandwich, MA
Bellingham, WA	Dixon, CA	Sebastopol, CA
Berlin, NH	Grants Pass, OR	Valley Center, KS
Big Bear, CA	Gresham, OR	Westport, CT
Desoto, TX	Los Banos, CA	Yarmouth, MA

In addition, we are currently working with Addison, Cedar Park, Georgetown, and Round Rock, TX on staffing and strategic planning studies.

2.4 Project Team

We are assigning a very experienced project team to conduct this study. The following points provide brief synopses of who our team members are, followed by detailed resumes.

- **Richard Brady**, the President of Matrix Consulting Group, with 40 years of police analytical experience, I would manage the project and be involved in all phases of its conduct.
- **Ian Brady**, a Vice President with Matrix Consulting Group, with 11 years of experience in law enforcement consulting; his expertise lies in creating deployments and statistical models.
- **Robert Finn**, a Senior Manager with Matrix Consulting Group, with 25 years of experience in public safety (Southlake, TX) and 12 years of consulting experience leading our fire practice.
- **Devon Clunis**, a Director with Matrix Consulting Group, with over 30 years of experience as a consultant and transformational chief in Winnipeg (MB) and Ontario's Policing Inspectorate.
- **John Scruggs**, a Manager with Matrix Consulting Group, with over 26 years of law enforcement experience and over 6 as a police consultant. He co-authored legislation on body cameras.
- **Terry Lewis**, a Senior Consultant with Matrix Consulting Group, with 26 years of experience in the fire service and 5 as a fire consultant.
- **Tim Donohoe**, a Senior Consultant with Matrix Consulting Group, with over 25 years of police experience and recent consulting experience, including internationally.
- **Philip Berry**, a Senior Consultant with Matrix Consulting Group, with over 6 years of experience serving as an analyst for law enforcement and criminal justice agencies.
- **Nick Heuertz**, a Senior Consultant with Matrix Consulting Group, with over 6 years of experience service as a police officer across a variety of law enforcement functions.
- **Ryan Peterson**, a Consultant with Matrix Consulting Group, specializes in GIS capabilities and has over five years of experience in conducting geospatial analysis for local government.

It needs to be stressed that this team of police and fire consultants are all staff of the Matrix Consulting Group. Our team does not include subcontractors. Staffing a project in this way has a positive impact on quality, depth, and consistency of our work.

RICHARD BRADY

PRESIDENT, MATRIX CONSULTING GROUP

Richard Brady founded Matrix Consulting Group in 2002 and our Canadian firm, MCG Consulting Solutions in 2017. He leads our Public Safety Practice which includes law enforcement and justice studies. He has served as the Project Manager or Lead Analyst on hundreds of public safety studies in his 40-year career. His subject matter expertise includes staffing and deployment, management effectiveness, and governance and transparency. Prior to his founding of these two firms, he served for over 20 years as a practice leader in two other firms, including Maximus.

Experience Highlights

Austin, TX: Richard led a consulting team to assist the APD recreate its approach to community policing to involve everyone, not just those with specialty assignments. While the study supported the addition of staff, the study also found that there were significant opportunities to support community policing in leadership, policies, recruitment, training, supervision, and use of data.

Columbus, OH: Richard led this recent project that identified the need for new positions, but more importantly, identified a number of areas which would improve the quality of service and integrity, including:

- Steps to improve upon building trust in the community.
- Changes to use of force policies and biased policing.
- Increase training on de-escalation and procedural justice.
- Increase the use of civilians in the field and in administration.

There was a 'disconnect' between the policies and management.

Ossining, NY: Richard led this just-completed engagement evaluating opportunities to reform policing consistent with 21st Century Policing concepts. Key recommendations included:

- Improve the functioning, transparency and objectivity of the Citizen / Police Complaint Review Board.
- Work with other agencies to create a mental health response unit.
- Expand training in the areas of racism, bias, de-escalation.

Role on This Engagement:

Richard will serve as an overall project executive and advisor.

He will be involved in all project stages, including interviews and review meetings. He will lead product design and quality control.

Relevant Clients:

MB	Winnipeg
ON	Kawartha Lakes
AB	Edmonton
AZ	Phoenix
CA	Los Angeles
CA	San Francisco
CO	Aurora
IA	Davenport
TX	Austin
TX	Fort Worth
MO	Kansas City
OH	Columbus
OR	Portland
NY	Ossining
NY	Albany
VA	East Greenwich
NC	Raleigh
NC	Asheville
WA	Tacoma
WI	Glendale
WI	Oshkosh

Years of Consulting: 40

Education:

BA, California State University, East Bay.

PhD, Oxford University, U.K.

Notable Accomplishments:

Ohio Commission on Juvenile Justice

Massachusetts Governor's Committee on Local Government

Professional Association:

Association of Local Government Auditors

International City-County Management Association

IAN BRADY

VICE PRESIDENT, MATRIX CONSULTING GROUP

Ian Brady is a Vice President with Matrix Consulting Group in our Police Services Practice. He leads our data analytics unit and has over 10 years of consulting experience. Specializing in public safety, he works on all of our police, fire, corrections, and emergency communications studies.

Mr. Brady is the lead developer on all of our statistical modeling and data analytics efforts, and has created standalone models in support of our studies' analytical efforts, including for:

- New agency formation feasibility, financial and service delivery (For nine municipalities in Riverside County, CA).
- Growth forecasting using GIS-based projections for population, service needs, and staffing requirements.
- Comprehensive workload and staffing analytics.
- Interactive scheduling configuration, forecasting effects on service levels and overtime usage.

Experience Highlights

Los Angeles, CA: LAPD Basic Car Area Boundary Study

- Led a comprehensive staffing study of LAPD field services.
- Recreated the patrol geographic deployment structure from the granular level, resulting in 202 new patrol areas, up from the 168 that existed previously.
- Analyzed patrol resource allocation strategies, recommending improved methods in order to better equalize service levels.

San Francisco, CA: Police Department Staffing Analysis

- Lead analyst on a comprehensive staffing study of the department.
- The project was designed to create defensible methodologies for determining the staffing needs of all 600+ assignments in the department based on service needs and other factors. These methodologies were then used to recommend appropriate staffing levels in every position.
- Developed and designed an interactive analytical tool for SFPD to use in the future to recreate the analysis in its entirety.

Role on This Engagement:

Ian will serve as the lead analyst on the police project, especially in field services and development of the projection model..

Relevant Clients:

AZ	Peoria
AL	Birmingham
CA	Berkeley
CA	Los Angeles
CA	Roseville
CA	Sacramento
CA	San Francisco
CA	San Jose
CO	Adams County
FL	Miami Beach
FL	Orange County
GA	DeKalb County
HI	Kauai County
IL	Lansing
IL	Rockford
KS	Wichita
MB	Winnipeg
MD	Harford County
MD	Howard County
MN	Hennepin County
MO	Columbia
MO	Kansas City
OK	Midwest City
NC	Raleigh
NJ	Mahwah
NM	Rio Rancho
NY	Newburgh
OH	Columbus
OR	Portland
PA	Carlisle
TX	Austin
TX	Fort Worth
TX	Travis County
VA	Suffolk
WA	Tacoma
WI	Oshkosh

Years of Experience: 10

Education:

BS in Politics, Willamette University.

ROBERT FINN

SENIOR MANAGER, MATRIX CONSULTING GROUP

Robert Finn is a Senior Manager with the Matrix Consulting Group and previously served as the Chief of the Southlake (TX) Department of Public Safety. Mr. Finn has a strong educational background coupled with a successful track record that includes strategic planning, budgeting, change management, community relations, and building collaborative partnerships. Robert has over 30 years of fire service and consulting experience covering all aspects of the fire service industry.

Robert's relevant experience includes serving the Town of Southlake, Texas for 25 years in the following roles:

- Chief of Police (2008 to 2011)
- Chief of Fire Services (2004 to 2008)
- Lieutenant of Professional Standards (1999 to 2004)
- Lieutenant of Training (1995 to 1999) – Level II Instructor
- Coordinator of Emergency Medical Services (1993 to 1995)
- Firefighter / Driver / Paramedic (1987 to 1993)

Experience Highlights

Billerica, MA: Robert was the lead analyst on this project aimed at an assessment of the Fire Department. Key findings/ achievements of the project:

- Increasing minimum staffing on engine companies to 3 personnel.
- Relocation of a station to improve response times and reduce risk of flooding.
- Elimination of a redundant Captain position.

Westport, CT: Robert was the lead analyst on this study develop a strategic plan for the Fire Department. Key findings/achievements include:

- Changes to the deployment model to improve services.
- Improvements to the record keeping and data reporting systems
- Relocating Fire Prevention to centralize the service in the Town.
- Implementing electronic inspection and plan review processes.

Role on This Engagement: Robert will be the lead analyst on the fire portion of this project.

Relevant Clients:

AK	Anchorage
CA	Big Bear
CA	Huntington Beach
CA	Mercer County
CA	Monterey
CO	Mesa County
CO	Steamboat Springs
CT	Greenwich
CT	Westport
GA	DeKalb County
IA	Davenport
MA	Billerica
MA	Boston
MA	Chelsea
MA	Yarmouth
MI	Sterling Heights
NC	Raleigh
NY	Bedford
NY	New Rochelle
OH	Cleveland
TX	Possum Kingdom
TX	San Antonio
WA	Bellingham
WI	Oshkosh

Years of Experience: 30

Education:

MBA, and BS, Public Safety Administration, Grand Canyon University

Professional Association:

National Fire Protection Association (NFPA)

International Association of Fire Chiefs (IAFC)

Center for Public Safety Excellence (CPSE)

DEVON CLUNIS

DIRECTOR, MATRIX CONSULTING GROUP

Devon Clunis served as Chief of Police of the Winnipeg Police Service and was the first Black police chief in Canada. He is a highly regarded policing professional, with 35 years of combined policing and consulting experience. He is recognized internationally as a thought leader in advancing policing excellence through a collaborative, community-centered approach.

Mr. Clunis served 29 years with The Winnipeg Police Service in Manitoba, Canada, retiring as Chief of Police in 2016. Most recently, he undertook the role of Inspector General of Policing in Ontario, overseeing the establishment of The Inspectorate of Policing in Canada's largest province, overseeing 45 police agencies and their corresponding Civilian Police Boards.

Experience Highlights

Province of Ontario: Provided strategic oversight of the establishment of the Inspectorate of Policing, ensuring critical collaborative input from relevant stakeholders, including the public, Police Services, Police Boards, Police Unions, and various other bodies within the Justice System framework. Oversaw all aspects of Vision, Mission, and Guiding Principles formation. Established policies, procedures, and SOP guidelines. Led the hiring of staff and created a people-centered, community-focused, continuous pursuit of excellence operational framework. Oversaw the creation of the implementation and operational, strategic plans to guide the establishment and future operations of the Inspectorate.

City of Winnipeg: Served as Chief of Police and led overarching institutional change. Facilitated the creation of five-year transformational strategic and business plans to lead the organization from 2015 to 2019. Worked with police and the community to develop a collaborative approach to community safety and well-being, resulting in a critical shift in police and community relationships.

Role in This Engagement:

Chief Clunis will utilize his extensive experience in engaging stakeholders to build strategies, focusing particularly on organizational culture and community engagement.

Relevant Clients:

CA Los Angeles
OH Columbus
MO Kansas City
AZ San Carlos
PA Macungie
WI Madison

AB Edmonton
MB Winkler
MB Modren
ON Kawartha Lakes

Years of Consulting Experience: 35

Years of Government Experience: 29

Education:

Law degree from Quebec City's *Université Laval*.

Political science / economics degree from Montreal's McGill University.

JOHN SCRUGGS

MANAGER, MCG CONSULTING SOLUTIONS and MATRIX CONSULTING GROUP

John Scruggs is a manager / analyst on law enforcement, public safety, and criminal justice engagements.

John's relevant experience include:

- Completed over 50 studies for law enforcement, public safety, and criminal justice clients.
- Analysis focuses on operational and staffing review, workload analysis, net annual work hour determination, and alternative scheduling analysis.
- Expertise also includes the evaluation of administrative, dispatch, investigations, patrol, records, and property and evidence functions.
- Retired Captain with 26 years of Law Enforcement Experience.

Experience Highlights

Kansas City, MO: This study evaluated the staffing needs of the Police Department. Key findings included:

- Opportunity for greater fiscal savings by transitioning 30 positions from sworn to civilian staff, primarily in administrative areas (e.g., finance, records, fleet maintenance, security, IT, and HR).
- Identified the need for additional positions related to open record requests, reviewing BWC footage, and packaging of officer videos for judicial proceedings.
- Provided insight into alternative organizational structures and span of control in administrative functions.
- Conducting workload analysis to determine staffing needs for non-patrol and investigative units.

Kawartha Lakes, Ontario: John served as the lead analyst of the on this engagement which reviewed the current staffing and developed staffing projections for a facilities study. Key recommendations included:

- Identified two patrol positions needed in the next 4 years and six positions over the next 20 years to better meet adopted proactive policing thresholds.
- Identified a shortage of detectives assigned to investigate crimes committed at the Central East Correctional Center.
- Identified an alternative fixed post staffing plan for the jail and a revised shift schedule to increase supervision in the jail.

Role on This Engagement:

He will be an analyst on the project, focusing on police investigations.

Relevant Clients:

AL	Gulf Shores
AZ	Buckeye
CA	Los Angeles
CA	San Jose
CA	Santa Clara
FL	St. Cloud
KS	Kansas City
KS	Wyandotte County
MA	Yarmouth
MN	Hennepin County
MO	Kansas City
OR	Tigard
PA	Lower Saucon
PA	Narberth
PA	Upper Macungie
NC	Waxhaw
NC	Raleigh
TX	Denton
TX	Fort Worth
TX	Glen Heights
TX	Lewisville
TX	Sunnyvale
WA	Monroe
WA	Tacoma
WI	Dodge County

TERRY LEWIS

SENIOR CONSULTANT, MATRIX CONSULTING GROUP

Terry Lewis has over 30 years of fire service and consulting experience. He previously served as the Chief of the Henderson (KY) Fire Department. Terry has a strong educational background coupled with a successful track record of leading an agency of 60 personnel in a community with 30,000 residents. Terry brings a wealth of knowledge and experience evaluating the staffing and operational needs of fire and EMS operations.

Terry's relevant experience includes serving the City of Henderson, Kentucky as Fire Chief for 10 years. He began his career with the Loveland-Symmes (OH) Fire Department where he advanced through the ranks until being appointed as Chief of Henderson. He has experience in the following areas:

- Administration
- Fire Prevention
- Financial Management
- Operations
- Hazardous Materials

Experience Highlights

Yarmouth, MA: Terry was a technical analyst on this project aimed at an assessment of internal and shared service improvement opportunities. Key findings/ achievements of the project:

- Identification of consolidation opportunities in Emergency Communication Services.
- Staffing requirements for a peak hour EMS unit.
- Development of service requirements, staffing needs, and costs of operating a during winter and peak summer months.

Oshkosh, WI: Terry was a technical analyst on this study to look at the staffing, operations and deployment of the fire department. Key findings/achievements include:

- Centralizing fleet and facility maintenance in the City.
- Discontinuing the interfacility EMS transfer program.
- Reorganization to improve reporting relationships in the Department.
- Deployment changes to improve gaps in coverage in the City.

Role on This Engagement:

Terry will be a technical expert for fire operations.

Relevant Clients:

CA	Atherton
CA	Big Bear
CA	Butte County
CA	Dixon
CA	Huntington Beach
CA	Mercer County
CA	Monterey
CA	Placer County
CO	Steamboat Springs
CT	Greenwich
CT	Westport
FL	Coconut Creek
GA	DeKalb County
IA	Davenport
MA	Billerica
MA	Boston
MA	Chelsea
MI	Sterling Heights
NC	Raleigh
NH	Berlin
NY	New Rochelle
OH	Cleveland
OR	Estacada
TX	San Antonio
WA	Redmond
WI	Oshkosh

Years of Experience: 30+

Education:

BS Fire Technology, AS Accounting, University of Cincinnati

Professional Association:

National Fire Protection Association (NFPA)

International Association of Fire Chiefs (IAFC)

Center for Public Safety Excellence (CPSE)

AARON BAGGARLY, AICP

SENIOR MANAGER, MATRIX CONSULTING GROUP

Aaron Baggarly is our lead analyst/facility planner on facility assessment, programming, space needs assessment, and master planning engagements.

Aaron's relevant experience include:

- Completed over 70 facility studies for all government facilities with an emphasis on public safety and criminal justice facilities.
- Conducted facility condition assessments, space allocation review, architectural space programs, and space projections.
- Develop facility master plans that address current and future spatial needs with a combination of new construction, adaptive re-use, and analysis for centralized and decentralized operations.
- Studies results in determining facility needs based on user's operational approaches.
- Over 200 staffing and operational studies for all local government operational areas.

Experience Highlights

Stafford County, VA: Aaron served as the facility assessor on this engagement which include assessment of 15 fire and rescue stations in the County. Key findings included:

- Several stations included several operational deficiencies such as a lack of drive through bays, proper vehicle exhaust systems, separate sleeping quarters, backup generators, etc.
- Assessed the facility mechanical systems, building exterior and interior, and site accessibility and security.
- Identified opportunities for consolidation of three volunteer and career stations to reduce future operational and capital cost.

Hennepin County, MN: Aaron was the lead staffing and facility analyst to evaluate the Sheriff's Office Enforcement Services Division. Key findings and recommendations included:

- Completed a comprehensive staffing analysis to meet current and projected workload.
- Completed an architectural space program that outlined individual space needs for patrol, SWAT, crime lab, and training functions.
- Evaluated the space needs for a new firearms range and training facility.
- Developed options to address several scenarios for the potential inclusion of other Sheriff's Office units in a new facility.

Role on This Engagement: Aaron will serve as a facility issues.

Relevant Clients:

AL	Gulf Shores
AZ	Buckeye
CA	Bakersfield
IA	Davenport
KS	Valley Center
KS	Wyandotte County
MN	Hennepin County
NC	Durham
NC	Wake County
ND	Red River Dispatch
NE	Fremont
NY	New Rochelle
SC	Oconee County
SC	Richland County
TX	Buda
TX	Burleson
TX	DeSoto
TX	Hays County
TX	Kyle
TX	Lewisville
TX	Prosper
TX	San Marcos
TX	Travis County
UT	Grand County
WA	Redmond

Years of Experience: 16

Education:

BS, Appalachian State University, Community and Regional Planning, Minor in GIS.

Professional Association:

American Institute of Certified Planners (AICP)

American Planning Association

TIM DONOHOE

SENIOR CONSULTANT, MATRIX CONSULTING GROUP

Tim Donohoe is a 26-year law enforcement veteran with 16 years of command leadership experience with the Reno, Nevada Police Department. Tim has served as the Mission Advisor for the United States Department of Justice's International Criminal Investigative Assistance Program in the Republic of Armenia and as a Senior Law Enforcement Advisor in Ukraine. He has extensive specialized experience in international police reform, police hiring practices, internal affairs, police use of force, and police training. He is an Adjunct Professor at the University of Nevada, Reno, and is a veteran of the United States Marine Corps.

Experience Highlights

Tim most recently worked for the United States Department of Justice's International Criminal Investigative Assistance Program in the Republic of Armenia. As the Mission Advisor, he worked closely with officials in developing the country's new national patrol police force.

- Patrol police admission standards and hiring procedures
- Institutional procedures and instruction
- Training requirements and standards
- Police Training Officer (PTO) Program
- Civilian oversight.

Tim served with the Reno, Nevada Police Department for 25 years and has experience in both police operations and administration. He is a graduate of the Police Executive Research Forum's Senior Management Institute for Policing and is a National Institute of Justice, Law Enforcement Advancing Data and Science Scholar.

- Operations Division Commander
- Internal Affairs Section Lieutenant
- Training Section Lieutenant
- Recruitment, Hiring, and Backgrounds Section Lieutenant
- Patrol Lieutenant
- Regional Repeat Offender Program Sergeant
- Regional Street Crimes Unit Sergeant
- Regional Police Academy Sergeant
- Internal Affairs Investigator
- K9 Unit Sergeant
- Patrol Team Sergeant
- Regional Street Crimes Unit Detective
- Backgrounds Investigations Detective

Role on This Engagement:

Tim will serve as a lead analyst on police operations support services.

Relevant Clients:

CA Richmond
CA Signal Hill
ID Duncanville
NY Monroe County
TX Cedar Hill
VA Virginia Beach
WI Milwaukee

Education:

MA, University of Colorado, Denver

BS, Portland (OR) State University

Professional Association:

International Association of Chiefs of Police (IACP)

Police Executive Research Forum (PERF)

American Society of Evidence Based Policing (ASEBP)

PHILIP BERRY

SENIOR CONSULTANT, MATRIX CONSULTING GROUP

Philip Berry serves in a senior consultant capacity alongside management to provide in depth analysis of relevant topics, as well as providing theoretical background knowledge of criminological principles and spatiotemporal analytics.

Prior to joining Matrix, Philip spent time as a research analyst with the Virginia Criminal Sentencing Commission in Richmond, VA. Philip has also spent time at academic institutions as an instructor throughout the east coast throughout the duration of his graduate-level coursework.

Experience Highlights

Virginia Criminal Sentencing Commission: Led research analyses surrounding the sentencing practices of judges throughout the Commonwealth. Analyses surrounded the effect of changing legislation on prison bed capacity in the state.

Cedar Hill, TX: Led MCG project staff regarding patrol resource analysis, internal employee survey methodologies, and external community survey completion.

Duncanville, ID: Coordinated all survey methodologies with regards to both internal employee surveys and external comparative surveys, leading to gap analyses to strengthen practices of APD.

Madison, WI: Philip served as a part of the Strategic Plan team to develop a holistic and bifurcated Strategic Plan for the Madison Police Department.

Role on This Engagement:

Philip will lead the analysis of police administrative support functions.

Relevant Clients:

ID	Duncanville
WI	Madison
NY	Monroe County
AZ	Phoenix
VA	Virginia Beach
TX	Cedar Hill
FL	Hallandale Beach
CA	Signal Hill

Years of Experience: 6

Education:

B.A., Lebanon Valley College, Sociology

M.A., Radford University, Criminology

A.B.D., University of South Carolina, Criminology

Professional Associations:

International Association of Crime Analysts

American Society of Criminology

American Criminal Justice Society

American Sociological Association

NICK HEUERTZ

SENIOR CONSULTANT, MATRIX CONSULTING GROUP

Nick Heuertz is a Senior Consultant with the Matrix Consulting Group and previously served for six years as a Police Officer with the Palatine (IL) Police Department. During his time with the Palatine Police Department, Nick served as patrol officer, tactical unit officer, investigator, school resource officer, and community relations officer. Additionally, he has experience in threat assessment, officer resilience and wellness programs, public information officer (PIO) strategies, and non-profit partnerships.

Experience Highlights

Nick worked in a variety of capacities within the Palatine Police Department and developed several programs to improve department operations. Principally, Nick developed a comprehensive officer resilience and wellness program. Nick also developed a formal social media strategy and grew the Department's social media presence.

- Change management
- Policy writing and development
- Social media strategies
- Crisis communications planning

During Nick's assignment to the Palatine Police Department's Investigations Division, he applied for and was accepted into the Emergence Program at the United States Naval Postgraduate School. While enrolled in the program, he developed a detailed proposal to create a crime analysis program for the Palatine Police Department. In 2022, Nick was awarded the Rising Shield of Law Enforcement Award from the Illinois Association of Chiefs of Police for his work to strengthen partnerships between the Palatine Police Department and non-profit organizations in the Chicagoland area.

- Community Relations & Crime Prevention Officer
- Investigator & School Resource Officer
- Tactical Unit Officer
- Patrol Officer

Role on This Engagement:

Nick will serve as an analyst on selected functions and assist with data analytics.

Education:

BA, Purdue University

Emergence Program, United States Naval Postgraduate School

Awards:

2022 Rising Shield of Law Enforcement Award, Illinois Association of Chiefs of Police

Professional Associations:

International City/County Management Association

Police Executive Research Forum

RYAN PETERSON

CONSULTANT, MATRIX CONSULTING GROUP

Ryan Peterson is a Consultant with the Matrix Consulting Group, specializing in GIS and data analytics.

He has over 5 years of experience conducting geospatial analysis for public safety agencies.

Experience Highlights

Los Angeles, CA: LAPD Basic Car Area Boundary Stud

- Assisted in the recreation the patrol geographic deployment structure from the granular level, resulting in 202 new patrol areas, up from the 168 that existed previously.
- Analyzed patrol resource allocation strategies, recommending improved methods in order to better equalize service levels.

San Francisco, CA: Police Department Staffing Analysis

- Analyst on a comprehensive staffing study of the department.
- The project was designed to create defensible methodologies for determining the staffing needs of all 600+ assignments in the department based on service needs and other factors. These methodologies were then used to recommend appropriate staffing levels in every position.
- Developed and designed an interactive analytical tool for SFPD to use in the future to recreate the analysis in its entirety.

Jefferson County, OR: Fire and EMS Feasibility Study

Ryan was a data and GIS analyst on this project that examined the feasibility of consolidating private EMS with the County Fire District.

- Conducted calls for service and unit utilization analysis.
- Conducted financial analysis related to costs of providing both services now and into the future.
- Developed mapping scenarios to illustrate travel time performance from various station locations

Role on This Engagement:

Ryan will serve as a data analyst.

Relevant Experience:

CA	Los Angeles
CA	San Francisco
CO	Steamboat Springs
FL	Miami Beach
FL	Orange County
HI	Kauai County
IL	Rockford
MD	Harford County
MO	Kansas City
NC	Raleigh
OH	Columbus
TX	Fort Worth
TX	Travis County
WA	Tacoma
WI	Oshkosh

Years of Experience: 5

Education:

BS in Geography, University of Oregon

2.5 References

The table below provides information for past Police and/or Fire Department Study clients.

Phoenix, Arizona

North Phoenix Infrastructure Pilot Study

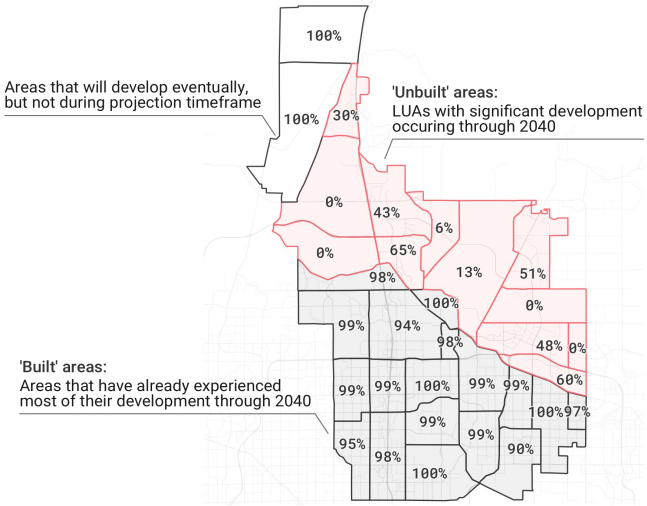
Adam Miller
Development Team Leader
City of Phoenix
(602) 262-3111
adam.miller@phoenix.gov

In this project, the Matrix Consulting Group was retained by the City of Phoenix to conduct the North Phoenix Infrastructure Pilot Study, which sought to determine future public safety needs within the growing northern areas of the city. Objectives included:

- Assess current workload and service needs of the Police and Fire departments, examining the relationships between land use and the geography of public safety service provision.
- Project service demands resulting from growth.
- Identify capital facility needs and requirements.
- Forecast facility costs and locations.

Key findings and conclusions included:

- About 90% of the development over the next 19 years is expected to take place within the area north of the Central Arizona Project canal, which is currently mostly unbuilt.



- An additional Police precinct will be needed by 2036 as a result of development forecasted in the study area.
- Staffing needs that scale with service needs, will require the police department to add 201 sworn and 50 civilian positions by 2040 as a result of growth and development.

Cedar Hill, Texas

Policer and Fire Department Strategic Plans

Melissa Valadez-Cummings
Deputy City Manager
972-291-5100 x-1030
melissa.valadez@cedarhilltx.com

The Matrix Consulting Group was retained by the City of Cedar Hill to develop a strategic plan for the Fire and Police Departments. The project assessed current and projected staffing, deployment, station location and facility needs over a 10-year planning period.

The fire study found issues in developing an effective response force in the central portion of the City and issues with response time performance to the developing southern portion of the City. The study also identified efficiencies that could be gained by enhancing the current regional service delivery model.

The police study found that redeployment staff with a cover shift included better provided a consistent ability to respond to calls for service as well as to be proactive. Re-organizing a neighborhood service unit under operations provided improved partnerships with the community. Finally, restoring the traffic unit increased proactivity capabilities further still. Staffing projections provided a position by position basis for10 years.

Denton, Texas

Police Department Staffing Study and Projections

Frank Dixon, Police Chief
(940) 349-8181
frank.dixon@cityofdenton.com

The firm developed a staffing and deployment plan for current needs as well as to meet growing and changing demands. Handling current and projected workloads also justified greater use of alternative response techniques, including civilian response, telephone and internet reporting. Projection methodologies incorporated city and regional planning on development to forecast workloads for each function and resulting staffing needs.

Of note, detectives were understaffed, resulting in high levels of cases deferred for investigation. However, case management approaches needed to be strengthened.

Fremont, Nebraska

Fire Department Master and Strategic Plan

Todd Bernt
Fire Chief
(402) 727-2688
todd.bernt@freemontne.gov

The Matrix Consulting Group was retained by the City of Fremont to conduct a long range strategic and master plan for the Fire Department. The project assessed community risk, staffing levels, response capabilities, station locations and the deployment plan of the fire department.

The study found the need for additional administrative staff, improvement opportunities in call processing and turnout times the need for additional operational staff to reduce the reliance on call-back personnel to staff EMS units and the need to formally establish fire prevention programs. Long-term there is the need to replace the current fire station.

3 Cost Proposal

We propose to develop the Police and Fire Department Strategic Plans for a fixed price of **$134,900**. The table below shows the allocation of costs by task and project team classification.

	PM/VP	Sr. Manager/ Manager	Sr. Consultant/ Consultant	**Cost**
Initiation / Interviews	16	56	48	$25,400
Employee Input	4	4	12	$4,100
Descriptive Profile	8	32	40	$16,000
Police Staffing Analysis	16	48	56	$24,800
Fire Staffing Analysis	16	44	40	$21,500
Projections	12	48	40	$21,000
Final Report	16	32	32	$17,600
Total Hours	88	264	268	
Hourly Rate	$350	$225	$150	
Total Professional Fees	**$30,800**	**$59,400**	**$40,200**	**$130,400**
Project Expenses				$4,500
Total Project Cost				**$134,900**

The cost breakdown for this by department would be:

Police Department – $82,900

Fire Department – $52,000

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a resolution approving a contract with Withum, Smith, & Brown, PC in an expenditure amount not to exceed $80,000.00.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

STAFF RESPONSIBLE:
Douglas Finch, City Manager
Richard Jackson, CFO & Managing Director of Fiscal Services

BACKGROUND/HISTORY:
In May of 2023, Withum, Smith, & Brown was engaged by the City to perform a forensic audit.

POLICY EXPLANATION:
The forensic audit was recently completed, and the final invoices received combined with previously paid invoices will cause the contract amount to exceed $50,000.00. A total of $49,088.35 has been expended to date. A budget amendment will be brought to Council at the next meeting to cover the additional expenditure.

FUNDING SOURCE:

ORG and Object Number
01088000 - 700444 (Non-departmental - Legal Expenditures)

Available Budget	Purchase Amount	After Encumber
$8,749.60	$28,294.00	$-19,544.40

ACTION ALTERNATIVES:
1. Do not adopt a resolution approving the contract.
2. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2024-254 - Withum, Smith, _ Brown Contract

RESOLUTION NO. 2024-254

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING A CONTRACT WITH WITHUM, SMITH, & BROWN, PC, IN AN EXPENDITURE AMOUNT NOT TO EXCEED $80,000.00; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Withum, Smith, & Brown was contracted by the City to perform a forensic audit; and,

WHEREAS, The total expenditure amount of the contract is in excess of $50,000.00 therefore requiring City Council approval.

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

SECTION 1. The contract with Withum, Smith, & Brown, PC in an expenditure amount not to exceed $80,000.00, is hereby approved; and,

SECTION 2. This resolution shall take effect immediately upon its adoption.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider an ordinance amending the FY 2023-2024 budget by appropriating fleet replacement fund balance and amending expenditures for fleet replacements.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Jennifer Otey, Budget Administrator

BACKGROUND/HISTORY:
Public Works, with the input of the departments, regularly evaluates fleet and equipment replacement needs. Every budget cycle the rotation plan is updated, priority of replacement is determined and budgeted accordingly. However, due to a variety of reasons such as availability and the timing of receiving the vehicles, outfitting them, etc., the ordering, receiving, and payment for vehicles may be processed in the next fiscal year. This budget amendment request will appropriate fund balance carried forward from previous years' contributions and unspent budgets to cover outstanding fleet and equipment replacements.

The City Council has approved the following vehicles to date this fiscal year:

1. $168,587 - Bucket Traffic - Traffic Operations - 12/19/23 meeting
2. $219,972 - 2 Dump Trucks - Water Ops - 12/23/23 meeting
3. $147,220 - John Deere Backhoe - Streets - 02/06/24 meeting
4. $569,785 - 7 Police Patrol vehicles - 03/19/24 meeting
5. $227,997 - 6 Ford Explorers - Police Criminal Investigation Division - 04/02/24 meeting

Totaling $1,333,561

At the April 16, 2024 meeting, a Fire brush truck will be requested in the amount of $236,789. The amendment request will appropriate the budget needed to cover the 6 Ford Explorers approved at the 04/02/2024 meeting and the brush truck. After the approval of the brush truck, the remaining budget will be $511,179. There are approximately 25 vehicles and pieces of equipment still in need of replacement and funding them all would deplete the fund; therefore the department is revisiting and prioritizing critical replacements. Public Works and Fiscal Services will discuss funding options and strategies moving forward, as a part of the CIP planning process.

POLICY EXPLANATION:
The Texas Local Government Code 102.010 allows for changes to the municipality's budget necessary for operations. Additionally, the City Council must approve budgetary amendments and a copy of the amendment shall be filed with the City Secretary's Office by law.

FUNDING SOURCE:

ORG and Object Number
NA

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
1. Approve the FY 2023-2024 Budget Amendment as presented.
2. Do not approve the FY 2023-2024 Budget Amendment.
3. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2515 - FY 2024 Budget Amendment - Fleet Replacement - Pdf

ORDINANCE NO. 2515

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AMENDING THE FY 2023-2024 BUDGET BY APPROPRIATING FLEET REPLACEMENT FUND BALANCE AND AMENDING EXPENDITURES FOR FLEET REPLACEMENTS; EXCEPT AS AMENDED HEREIN SHALL BE IN FULL FORCE AND EFFECT; AUTHORIZING THE CITY MANAGER TO MAKE ADJUSTMENTS; PROVIDING FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT; PROVIDING A SEVERABILITY CLAUSE; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City Council adopted the 2023-2024 Budget by Ordinance 2491 on September 19, 2023; and

WHEREAS, the Texas Local Government Code 102.010, "Changes in Budget for Municipal Purposes", allows a municipality to amend its budgets as deemed necessary for municipal purposes; and

WHEREAS, the Fleet Replacement Fund has the fund balance carried forward from previous years' contributions; and

WHEREAS, the City Manager is submitting the amended budget of expenditures for conducting the affairs of the City for the Fiscal Year 2023-2024.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, THAT:

SECTION 1. The budget and fund accounts adopted therein for the Fiscal Year 2023-2024 shall be, and are hereby, amended as set forth in Exhibit "A" which is attached hereto and incorporated herein by reference for all purposes.

SECTION 2. The balance of the budget, as amended, except as amended herein, shall be in full force and effect.

SECTION 3. A copy of the Budget Amendment will be provided to the City Secretary's Office as required by law.

DULY ORDAINED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

EXHIBIT A

415 - FLEET REPLACEMENT FUND	2024 Budget	Actual YTD	Recent Council Approvals	Budget Amendment Request	2024 Revised Budget	Remaining Budget
Revenue						
514107 - GENERAL FUND CONTRIBUTIONS	$711,228	$296,345				
514108 - UTILITY FUND CONTRIBUTIONS	$287,203	$119,668				
514110 - EDC FUND CONTRIBUTIONS	$6,344	$2,643				
514111 - SANITATION FUND CONTRIBUTIONS	$17,705	$7,377				
Revenue Total	**$1,022,480**	**$426,033**			**$1,022,480**	
Expense						
700885 - MOTOR VEHICLES	$2,023,884	$1,192,355	$1,333,561	$1,250,000	$3,273,884	$747,968
Expense Total	**$2,023,884**	**$1,192,355**	**$1,333,561**	**$1,250,000**	**$3,273,884**	**$747,968**

Unaudited Beginning Fund Balance	$2,858,187
FY 24 Contributions minus expenses	($2,251,404)
Projected Ending Fund Balance	**$606,783**

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a Resolution authorizing the award of RFB 24-0015 Oriole Blvd Sidewalk Improvements to Meca Construction LLC through the City's competitive bid process for sidewalk improvements on Oriole Blvd with a contract amount of $487,834.45; and an additional appropriation of $48,783.45 as a project contingency for a total amount not to exceed $536,617.90.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Douglas Finch, City Manager

BACKGROUND/HISTORY:
The Americans with Disabilities Act (ADA) became law on July 26, 1990, and is a federal civil rights law prohibiting discrimination against individuals with disabilities in all areas of public life. One ADA goal is to ensure handicap-accessible routes and pedestrian safety. In 2015, the City implemented a sidewalk accessibility initiative to ensure compliance with the ADA. This is achieved by removing barriers in existing sidewalks and the construction of new sidewalks where gaps exist in the sidewalk network. These improvements will help to create a more safe and walkable community.

The proposed project will provide sidewalks ranging from 5 to 8 feet wide throughout the Oriole Blvd. corridor between E. Camp Wisdom Rd. and E. Fairmeadows Dr. (see Attachment 1). Additionally, ADA-compliant ramps will be installed at the intersections. This section of Oriole Blvd. lacks the necessary facilities to provide a safe route for pedestrians.

This project was designated a Community Development Block Grant (CDBG) project. Congress created the CDBG program in 1974. Dallas County administers the CDBG funding, which can be used for several neighborhood projects aiming to eradicate blight, principally benefit low/moderate-income neighborhoods, or eliminate a community-threatening condition. In July 2022, City Council approved the submittal of the FY2022 CDBG application for CDBG funds with Dallas County. The City will receive approximately $86,994.04 in reimbursement from Dallas County for this project.

POLICY EXPLANATION:
RFB 24-0015 Oriole Blvd Sidewalk Improvements was advertised at Focus Daily News on February 29, 2024, and March 7, 2024. The bid request was also publicized through the bidding notification system for PublicPurchase.com. The City received six bids by the March 26, 2024 bid closing date. As shown in Exhibit A, Meca Construction LLC of Dallas, TX, was the lowest responsible and responsive bidder. This project was bid in compliance with Texas municipal purchasing statutes.

Staff requests an additional appropriation of $48,783.45 as a project contingency to cover any unforeseen conditions and expenses that may result in a change order. The total cost of the project's construction should not exceed $536,617.90.

With the project contingency added, there is a deficit of $14,978 in the Street CIP budget. An amendment will be brought to Council at the next meeting to appropriate this additional amount. No further street or sidewalk projects are planned for the remainder of FY 2024.

FUNDING SOURCE:

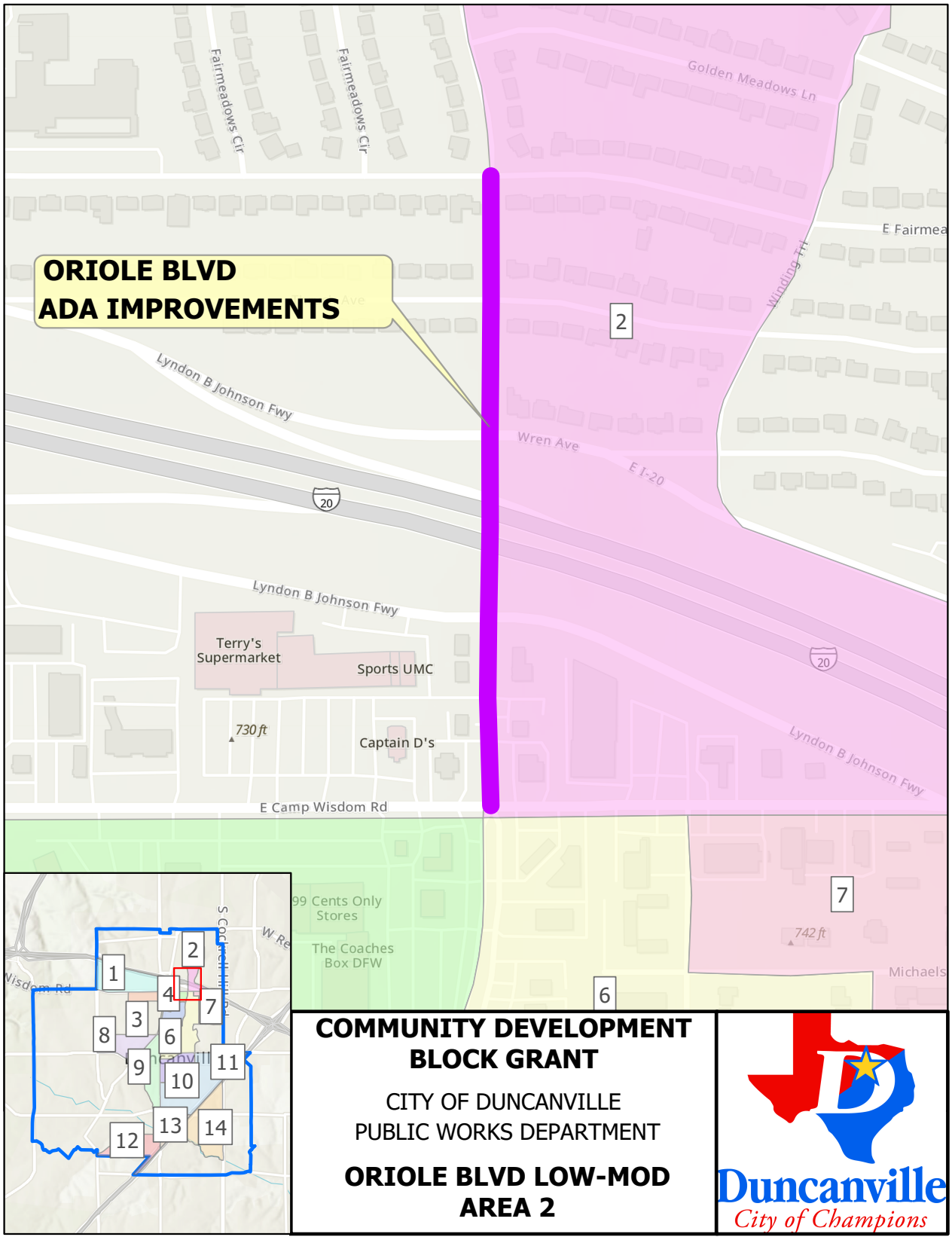
ORG and Object Number
20100000-708102 (Street Construction CIP Proj/Construction)

Available Budget	Purchase Amount	After Encumber
$524,639.95	$536,617.90	-$14,977.95

ACTION ALTERNATIVES:
1. Authorize the award of RFB 24-0015 Oriole Blvd Sidewalk Improvements to Meca Construction LLC through the City's competitive bid process for sidewalk improvements on Oriole Blvd with a contract amount of $487,834.45; and an additional appropriation of $48,783.45 as a project contingency for a total amount not to exceed $536,617.90.
2. Do not authorize the award of RFB 24-0015 Oriole Blvd Sidewalk Improvements to Meca Construction LLC through the City's competitive bid process for sidewalk improvements on Oriole Blvd with a contract amount of $487,834.45; and an additional appropriation of $48,783.45 as a project contingency for a total amount not to exceed $536,617.90.
3. Other actions as directed by Council.

ATTACHMENTS:
Attachment 1 - Project Map
Resolution No. - 2024-249 - Oriole Blvd Sidewalk Improvements Project with Exhibit

Attachment 1

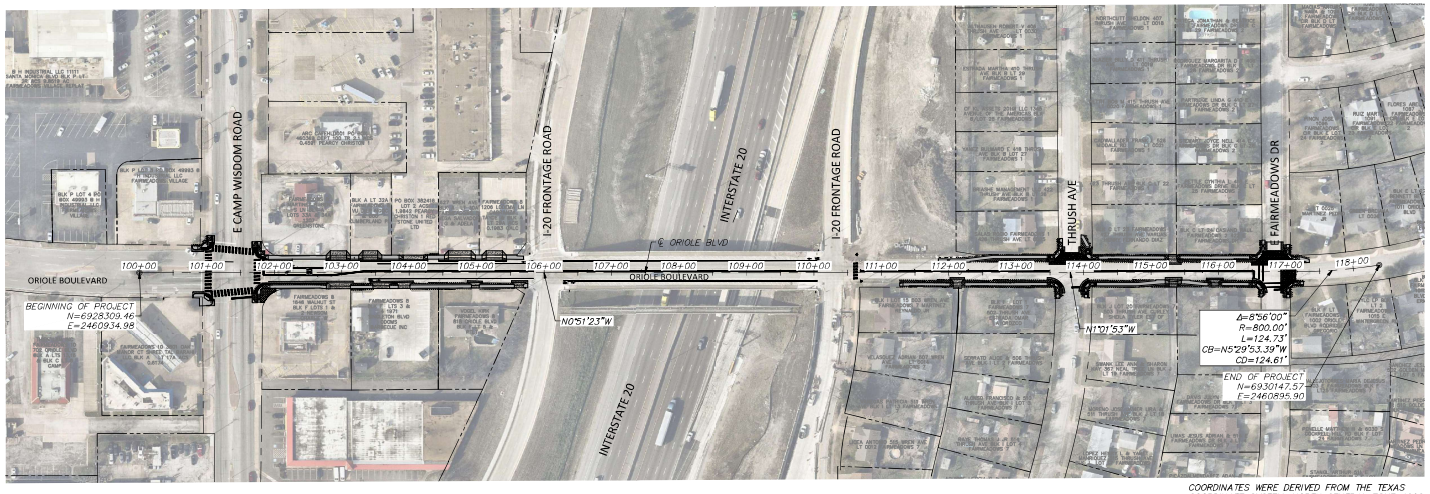


WARNING TO CONTRACTOR:

CALL 811 (TEXAS 811) OR OTHER UTILITY LOCATING SERVICES 48 HOURS PRIOR TO CONSTRUCTION ACTIVITY. DUNAWAY ASSOC. L.P. IS NOT RESPONSIBLE FOR KNOWING ALL EXISTING UTILITIES OR DEPICTING EXACT LOCATIONS OF UTILITIES ON DRAWINGS.

UTILITY NOTES:

1. THE EXISTING UTILITIES SHOWN ON THE PLANS WERE COMPILED FROM VARIOUS SOURCES AND ARE INTENDED TO SHOW THE GENERAL EXISTENCE AND LOCATION OF UTILITIES IN THE AREA OF CONSTRUCTION.
2. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR THE ACCURACY OF THE UTILITY INFORMATION SHOWN ON THIC PLANS.
3. THE CONTRACTOR SHALL CONTACT A UTILITY LOCATING SERVICE 48 HOURS PRIOR TO ANY CONSTRUCTION ACTIVITY. THE CONTRACTOR SHALL VERIFY THE EXACT LOCATION OF ALL EXISTING UTILITIES AND DETERMINE IF THERE ARE ANY CONFLICTS WITH THE PROPOSED FACILITIES. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY WHEN CONFLICTS WITH EXISTING UTILITIES ARE DISCOVERED.



COORDINATES WERE DERIVED FROM THE TEXAS COORDINATE SYSTEM, NORTH CENTRAL ZONE 4202 ACCORDING TO THE GPS REFERENCE NETWORK AND HAVE BEEN SCALED TO SURFACE USING A COMBINED SCALE FACTOR OF 1.0001.36506.

GRAPHIC SCALE IN FEET
HORIZONTAL
80 0 80 160

SCOPE OF PROJECT:

INTERSECTIONS INCLUDED:

1. ORIOLE BLVD AND E CAMP WISDOM RD
2. ORIOLE BLVD AND SOUTH I-20 FRONTAGE RD
3. ORIOLE BLVD AND NORTH I-20 FRONTAGE RD
4. ORIOLE BLVD AND THRUSH AVE
5. ORIOLE BLVD AND E FAIRMEADOWS DR

SIDEWALK IMPROVEMENTS:

1. ADA COMPLIANT SIDEWALK REPLACEMENT
2. ADDITION OF ADA RAMPS
3. ADDITION OF RRFB CROSSWALK AT ORIOLE BLVD AND NORTH I-20 FRONTAGE RD
4. PAVEMENT MARKING REPLACEMENT
5. ADDITION OF BIKE LANE
6. ADDITION OF VALLEY GUTTERS AT ORIOLE BLVD AND THRUSH AVE, AND ORIOLE BLVD AND E FAIRMEADOWS DR
7. VALVE AND MANHOLE ADJUSTMENTS TO GRADE
8. CURB AND GUTTER REPLACEMENT
9. DRIVE REPLACEMENT
10. ADDITION OF HMAC TO TRANSITION BETWEEN NEW CONCRETE AND EXISTING ASPHALT PAVING
11. SOD REPLACEMENT

REVISION	BY	DATE

Duncanville
City of Champions

SAG DESIGNED
SAG DRAWN
JDW CHECKED

DUNAWAY
550 Bailey Avenue • Suite 400 • Fort Worth, Texas 76107
Tel: 817.336.1121
TX Reg. F-1114

PRELIMINARY - FOR REVIEW ONLY
THESE DOCUMENTS ARE FOR DESIGN REVIEW AND NOT INTENDED FOR CONSTRUCTION, BIDDING OR PERMIT PURPOSES. THEY WERE PREPARED BY, OR UNDER THE SUPERVISION OF:
JOSHUA WRIGHT
P.E. # 125733
DATE: August 31, 2021

CITY OF DUNCANVILLE, TEXAS
ORIOLE BOULEVARD
SIDEWALK IMPROVMENTS
ALIGNMENT LAYOUT

DA PROJECT B006607.203
SHEET 5

RESOLUTION NO. 2024-249

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE AWARD OF RFB 24-0015 ORIOLE BLVD SIDEWALK IMPROVEMENTS TO MECA CONSTRUCTION LLC THROUGH THE CITY'S COMPETITIVE BID PROCESS FOR SIDEWALK IMPROVEMENTS ON ORIOLE BLVD WITH A CONTRACT AMOUNT OF $487,834.45; AND AN ADDITIONAL APPROPRIATION OF $48,783.45 AS A PROJECT CONTINGENCY FOR A TOTAL AMOUNT NOT TO EXCEED $536,617.90; AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville, Texas, desires to continue its commitment to making infrastructure improvements to the City's infrastructure; and

WHEREAS, the Federal Government's Community Development Block Grant (CDBG) provides funding for improvements in neighborhoods meeting certain criteria; and

WHEREAS, sidewalk improvements are needed on Oriole Blvd and these improvements are eligible for funding under the CDBG program; and

WHEREAS, the City of Duncanville, Texas, has obtained competitive sealed bids for the sidewalk improvements per RFB 24-0015 and recommends the award of the bid to the lowest responsible bidder meeting specifications in the amount bid; and

WHEREAS, change orders increasing the total contract price or valued at $50,000.00 or greater require City Council approval and a project contingency authorizes the City Manager or designee to execute change orders valued at less than $50,000.00; and

WHEREAS, the City Council of the City of Duncanville, Texas, desires to award RFB 24-0015 Oriole Blvd Sidewalk Improvements and authorize a contract with Meca Construction LLC for sidewalk improvements on Oriole Blvd in the amount of $487,834.45; and authorizes an additional appropriation of $48,783.45 as a project contingency for a total amount not to exceed $536,617.90, and authorizes the City Manager to execute the necessary documents related to said expenditures.

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

SECTION 1. The City Council of the City of Duncanville, Texas, hereby awards RFB 24-0015 Oriole Blvd Sidewalk Improvements and authorizes a contract with Meca Construction LLC for sidewalk improvements on Oriole Blvd in the amount of $487,834.45; and authorizes an additional appropriation of $48,783.45 as a project contingency for a total amount not to exceed $536,617.90, and authorizes the City Manager to execute the necessary documents related to said expenditures.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Exhibit A

Owner:	City of Duncanville, Dallas County, Texas				**Bidders Name & Address**			**Bidders Name & Address**			**Bidders Name & Address**			**Bidders Name & Address**			**Bidders Name & Address**			**Bidders Name & Address**		
Project:	Oriole ADA Improvements				HD Way Concrete Service			Don Smith Concrete LLC			Reliable Paving , Inc			Meca Construction LLC			JR West Texas Concrete LLC			CCGMG		
					2760 Autumn Breeze			2740 Christine Ln P.O Box 1613			1903 Peyco Drive North			9120 Hogh Plane			108 S Sherman St PO Box 230			709 Southgate Ln		
	RFB 24-0015				Grand Prairie		TX 75052	Midlothian		TX 76065	Arlington		TX 76001	Dallas		TX 75249	Rice		TX 75155	Dallas		TX 75217
					808-294-7176			972-374-7001			817-467-0779			972-748-1402			469-478-2234			469-324-7770		
Bid Opens	March 26, 2024 @ 2:30 PM																						
Item	Spec. Item #	Est. Qty.	Unit	Description	Unit Bid Price Materials		Total Bid Extension	Unit Bid Price Materials		Total Bid Extension	Unit Bid Price Materials		Total Bid Extension	Unit Bid Price Materials		Total Bid Extension	Unit Bid Price Materials		Total Bid Extension	Unit Bid Price Materials		Total Bid Extension
				5.1 Base Bid																			
1	100,201,203	1	LS	Mobilization (5%)	$ 5,000.00	$	5,000.00	$ 8,000.00	$	8,000.00	$ 10,500.00	$	10,500.00	$ 4,000.00	$	4,000.00	$ 7,900.00	$	7,900.00	$ 6,600.00	$	6,600.00
2	202	1	LS	SWPPP	$ 5,000.00	$	5,000.00	$ 1,500.00	$	1,500.00	$ 8,300.00	$	8,300.00	$ 2,000.00	$	2,000.00	$ 4,400.00	$	4,400.00	$ 5,000.00	$	5,000.00
3	105,107	1	LS	Traffic Control	$ 15,000.00	$	15,000.00	$ 10,000.00	$	10,000.00	$ 25,000.00	$	25,000.00	$ 2,000.00	$	2,000.00	$ 6,900.00	$	6,900.00	$ 5,000.00	$	5,000.00
4	204	200	SY	Compost Manufactured Topsoil	$ 15.00	$	3,000.00	$ 18.00	$	3,600.00	$ 21.00	$	4,200.00	$ 15.00	$	3,000.00	$ 10.00	$	2,000.00	$ 10.00	$	2,000.00
5	204	200	SY	Solid Sod Bermuda Grass (sodding)	$ 11.00	$	2,200.00	$ 27.00	$	5,400.00	$ 10.00	$	2,000.00	$ 15.00	$	3,000.00	$ 12.00	$	2,400.00	$ 10.00	$	2,000.00
6	203	1568	SF	Remove Concrete Sidewalk	$ 2.00	$	3,136.00	$ 4.00	$	6,272.00	$ 4.00	$	6,272.00	$ 5.00	$	7,840.00	$ 3.25	$	5,096.00	$ 5.00	$	7,840.00
7	203	238	SY	Remove Concrete Pavement & Driveway	$ 20.00	$	4,760.00	$ 40.00	$	9,520.00	$ 77.00	$	18,326.00	$ 45.00	$	10,710.00	$ 39.15	$	9,317.70	$ 5.50	$	1,309.00
8	203	77	SY	Remove Asphalt Pavement	$ 20.00	$	1,540.00	$ 34.00	$	2,618.00	$ 85.00	$	6,545.00	$ 27.00	$	2,079.00	$ 50.00	$	3,850.00	$ 15.00	$	1,155.00
9	203	291	LF	Remove Concrete Curb & Gutter	$ 20.00	$	5,820.00	$ 13.33	$	3,879.03	$ 28.00	$	8,148.00	$ 25.00	$	7,275.00	$ 12.00	$	3,492.00	$ 11.00	$	3,201.00
10	201.203	1	EA	Existing Tree Protection	$ 100.00	$	100.00	$ 568.00	$	568.00	$ 960.00	$	960.00	$ 500.00	$	500.00	$ 300.00	$	300.00	$ 550.00	$	550.00
11	303.305	1947	SF	6" Concrete Pavement Driveway (HES)	$ 11.00	$	21,417.00	$ 18.00	$	35,046.00	$ 15.40	$	29,983.80	$ 14.00	$	27,258.00	$ 18.30	$	35,630.10	$ 23.75	$	46,241.25
12	305	1620	SF	4" Concrete Sidewalk	$ 7.00	$	11,340.00	$ 14.65	$	23,733.00	$ 15.00	$	24,300.00	$ 9.00	$	14,580.00	$ 11.15	$	18,063.00	$ 8.00	$	12,960.00
13	305	291	LF	6" Concrete Curb & Gutter	$ 50.00	$	14,550.00	$ 58.00	$	16,878.00	$ 54.00	$	15,714.00	$ 6.00	$	1,746.00	$ 68.00	$	19,788.00	$ 58.50	$	17,023.50
14	TxDot 690	2	EA	Adjust Existing Signal Box to Grade	$ 1,500.00	$	3,000.00	$ 1,452.00	$	2,904.00	$ 6,000.00	$	12,000.00	$ 500.00	$	1,000.00	$ 1,000.00	$	2,000.00	$ 1,260.00	$	2,520.00
15	TxDot 531	2	EA	TxDOT Type ADA Curb Ramp	$ 2,200.00	$	4,400.00	$ 4,752.00	$	9,504.00	$ 4,700.00	$	9,400.00	$ 4,000.00	$	8,000.00	$ 3,800.00	$	7,600.00	$ 2,970.00	$	5,940.00
16	402	48	SY	Asphalt Pavement Repair (Type D)	$ 50.00	$	2,400.00	$ 120.00	$	5,760.00	$ 250.00	$	12,000.00	$ 108.00	$	5,184.00	$ 200.00	$	9,600.00	$ 22.50	$	1,080.00
17	100,201	1	LS	Irrigation Repair Allowance	$ 5,000.00	$	5,000.00	$ 650.00	$	650.00	$ 3,600.00	$	3,600.00	$ 500.00	$	500.00	$ 2,000.00	$	2,000.00	$ 1,350.00	$	1,350.00
18	502	1	EA	Adjust Existing Valve Box to Grade	$ 50.00	$	50.00	$ 1,500.00	$	1,500.00	$ 800.00	$	800.00	$ 500.00	$	500.00	$ 1,200.00	$	1,200.00	$ 675.00	$	675.00
19	502	4	EA	Replace Water Meter Box	$ 400.00	$	1,600.00	$ 1,500.00	$	6,000.00	$ 1,200.00	$	4,800.00	$ 500.00	$	2,000.00	$ 1,600.00	$	6,400.00	$ 1,350.00	$	5,400.00
20	502	1	EA	remove and replace fire hydrant	$ 16,000.00	$	16,000.00	$ 13,500.00	$	13,500.00	$ 10,000.00	$	10,000.00	$ 10,000.00	$	10,000.00	$ 15,000.00	$	15,000.00	$ 9,000.00	$	9,000.00
21	502	1	EA	Adjust Existing Manhole Ring and Lid to Grade	$ 800.00	$	800.00	$ 1,650.00	$	1,650.00	$ 3,000.00	$	3,000.00	$ 1,000.00	$	1,000.00	$ 2,000.00	$	2,000.00	$ 2,340.00	$	2,340.00
22	502.3.2	1	EA	Install Concrete Pad Around Fire Hydrant Valve	$ 500.00	$	500.00	$ 1,500.00	$	1,500.00	$ 600.00	$	600.00	$ 1,000.00	$	1,000.00	$ 1,200.00	$	1,200.00	$ 450.00	$	450.00
				Base Bid Subtotal		$	**126,613.00**		$	**169,982.03**		$	**216,448.80**		$	**115,172.00**		$	**166,136.80**		$	**139,634.75**
				5.2 ALT BID NO. 1																			
23	100,201,203	1	LS	Mobilization (5%)	$ 7,000.00	$	7,000.00	$ 9,000.00	$	9,000.00	$ 10,500.00	$	10,500.00	$ 4,000.00	$	4,000.00	$ 8,700.00	$	8,700.00	$ 8,500.00	$	8,500.00
24	202	1	LS	SWPPP	$ 2,000.00	$	2,000.00	$ 1,500.00	$	1,500.00	$ 8,300.00	$	8,300.00	$ 3,000.00	$	3,000.00	$ 2,000.00	$	2,000.00	$ 5,000.00	$	5,000.00
25	105,107	1	LS	Traffic Control	$ 5,000.00	$	5,000.00	$ 5,001.60	$	5,001.60	$ 25,000.00	$	25,000.00	$ 2,000.00	$	2,000.00	$ 2,000.00	$	2,000.00	$ 5,000.00	$	5,000.00
26	204	600	SY	Compost Manufactured Topsoil	$ 15.00	$	9,000.00	$ 9.00	$	5,400.00	$ 7.50	$	4,500.00	$ 15.00	$	9,000.00	$ 10.00	$	6,000.00	$ 10.00	$	6,000.00
27	204	600	SY	Solid Sod Bermuda Grass (Sodding)	$ 11.00	$	6,600.00	$ 27.00	$	16,200.00	$ 9.00	$	5,400.00	$ 15.00	$	9,000.00	$ 12.00	$	7,200.00	$ 10.00	$	6,000.00
28	203	1090	SF	Remove Concrete Sidewalk	$ 2.00	$	2,180.00	$ 4.00	$	4,360.00	$ 5.50	$	5,995.00	$ 5.00	$	5,450.00	$ 3.25	$	3,542.50	$ 5.00	$	5,450.00
29	203	241	SY	Remove Concrete Pavement & Driveway	$ 20.00	$	4,820.00	$ 58.40	$	14,074.40	$ 76.00	$	18,316.00	$ 45.00	$	10,845.00	$ 39.15	$	9,435.15	$ 5.50	$	1,325.50
30	203	30	SY	Remove Asphalt Pavement	$ 20.00	$	600.00	$ 36.66	$	1,099.80	$ 140.00	$	4,200.00	$ 27.00	$	810.00	$ 50.00	$	1,500.00	$ 15.00	$	450.00
31	203	466	LF	Remove Concrete Curb & Gutter	$ 20.00	$	9,320.00	$ 13.33	$	6,211.78	$ 14.00	$	6,524.00	$ 27.00	$	12,582.00	$ 12.00	$	5,592.00	$ 11.00	$	5,126.00
32	203	4	EA	6"-12" Tree Removal	$ 900.00	$	3,600.00	$ 1,500.00	$	6,000.00	$ 950.00	$	3,800.00	$ 500.00	$	2,000.00	$ 1,800.00	$	7,200.00	$ 1,350.00	$	5,400.00
33	203	2	EA	Remove and Reinstall Sign Panel and Post	$ 500.00	$	1,000.00	$ 745.00	$	1,490.00	$ 950.00	$	1,900.00	$ 500.00	$	1,000.00	$ 2,000.00	$	4,000.00	$ 750.00	$	1,500.00
34	201,203	1	EA	Existing Tree Protection	$ 500.00	$	500.00	$ 500.00	$	500.00	$ 950.00	$	950.00	$ 500.00	$	500.00	$ 1,000.00	$	1,000.00	$ 550.00	$	550.00
35	TxDot687	2	EA	Relocate PED Push Button	$ 18,000.00	$	36,000.00	$ 2,300.00	$	4,600.00	$ 3,600.00	$	7,200.00	$ 2,000.00	$	4,000.00	$ 930.00	$	1,860.00	$ 10,000.00	$	20,000.00
36	TxDot 687	1	EA	Push Button Extension Arm (18-inch)	$ 8,000.00	$	8,000.00	$ 1,750.00	$	1,750.00	$ 900.00	$	900.00	$ 500.00	$	500.00	$ 390.00	$	390.00	$ 1,000.00	$	1,000.00
37	303.305	1747	SF	6" Concrete Pavement Driveway (HES)	$ 11.00	$	19,217.00	$ 18.00	$	31,446.00	$ 18.75	$	32,756.25	$ 14.00	$	24,458.00	$ 18.30	$	31,970.10	$ 23.75	$	41,491.25
38	305	1670	SF	4" Concrete Sidewalk	$ 7.00	$	11,690.00	$ 14.65	$	24,465.50	$ 13.00	$	21,710.00	$ 9.00	$	15,030.00	$ 11.15	$	18,620.50	$ 8.00	$	13,360.00
39	305	466	LF	6" Concrete Curb & Gutter	$ 50.00	$	23,300.00	$ 58.00	$	27,028.00	$ 44.00	$	20,504.00	$ 6.00	$	2,796.00	$ 68.00	$	31,688.00	$ 58.50	$	27,261.00
40	502	3	EA	Replace Water Meter Box	$ 300.00	$	900.00	$ 1,500.00	$	4,500.00	$ 1,200.00	$	3,600.00	$ 500.00	$	1,500.00	$ 1,600.00	$	4,800.00	$ 1,350.00	$	4,050.00
41	502	1	EA	replace Irrigation Box (Private)	$ 300.00	$	300.00	$ 250.00	$	250.00	$ 1,800.00	$	1,800.00	$ 500.00	$	500.00	$ 1,000.00	$	1,000.00	$ 1,350.00	$	1,350.00
42	TxDot690	2	EA	Adjust Existing Signal Box to Grade	$ 1,000.00	$	2,000.00	$ 1,452.00	$	2,904.00	$ 6,000.00	$	12,000.00	$ 500.00	$	1,000.00	$ 1,000.00	$	2,000.00	$ 1,260.00	$	2,520.00
43	TxDot531	2	EA	TxDOT Type ADA Curb Ramp	$ 2,200.00	$	4,400.00	$ 5,500.00	$	11,000.00	$ 5,500.00	$	11,000.00	$ 4,000.00	$	8,000.00	$ 3,800.00	$	7,600.00	$ 2,970.00	$	5,940.00
44	402	43	SY	Asphalt Pavement Repair (Type D)	$ 30.00	$	1,290.00	$ 110.00	$	4,730.00	$ 230.00	$	9,890.00	$ 90.00	$	3,870.00	$ 200.00	$	8,600.00	$ 22.50	$	967.50
45	100,201	1	LS	Irrigation Repair Allowance	$ 2,000.00	$	2,000.00	$ 500.00	$	500.00	$ 7,800.00	$	7,800.00	$ 500.00	$	500.00	$ 2,000.00	$	2,000.00	$ 1,350.00	$	1,350.00
46	502	1	EA	Replace & Relocate Fire Hydrant	$ 14,000.00	$	14,000.00	$ 13,500.00	$	13,500.00	$ 10,000.00	$	10,000.00	$ 10,000.00	$	10,000.00	$ 15,000.00	$	15,000.00	$ 9,000.00	$	9,000.00
				Add Alternate Bid 1 Subtotal		$	**174,717.00**					$	234,545.25		$	**132,341.00**		$	**183,698.25**			**178,591.25**
				5.3 ADD ALT BID NO.2																			
47	100,201,203	1	LS	Mobilization (5%)	$ 9,000.00	$	9,000.00	$ 14,000.00	$	14,000.00	$ 12,000.00	$	12,000.00	$ 4,000.00	$	4,000.00	$ 14,700.00	$	14,700.00	$ 12,327.00	$	12,327.00
48	202	1	LS	SWPPP	$ 1,500.00	$	1,500.00	$ 500.00	$	500.00	$ 8,300.00	$	8,300.00	$ 3,000.00	$	3,000.00	$ 2,000.00	$	2,000.00	$ 5,000.00	$	5,000.00
49	105,107	1	LS	Traffic Control	$ 3,000.00	$	3,000.00	$ 4,500.00	$	4,500.00	$ 29,000.00	$	29,000.00	$ 2,000.00	$	2,000.00	$ 2,000.00	$	2,000.00	$ 5,000.00	$	5,000.00
50	204	560	SY	Compost Manufactured Topsoil	$ 15.00	$	8,400.00	$ 18.39	$	10,298.40	$ 7.50	$	4,200.00	$ 15.00	$	8,400.00	$ 10.00	$	5,600.00	$ 10.00	$	5,600.00
51	204	560	SY	Solid Sod Bermuda Grass (sodding)	$ 11.00	$	6,160.00	$ 23.00	$	12,880.00	$ 9.00	$	5,040.00	$ 15.00	$	8,400.00	$ 12.00	$	6,720.00	$ 10.00	$	5,600.00
52	203	4884	SF	Remove Concrete Sidewalk	$ 2.00	$	9,768.00	$ 4.00	$	19,536.00	$ 3.15	$	15,384.60	$ 5.00	$	24,420.00	$ 3.25	$	15,873.00	$ 5.00	$	24,420.00
53	203	106	SY	Remove Concrete Pavement & Driveway	$ 20.00	$	2,120.00	$ 36.00	$	3,816.00	$ 126.00	$	13,356.00	$ 45.00	$	4,770.00	$ 39.15	$	4,149.90	$ 5.50	$	583.00
54	203	260	SY	Remove Asphalt Pavement	$ 20.00	$	5,200.00	$ 27.69	$	7,199.40	$ 48.00	$	12,480.00	$ 27.00	$	7,020.00	$ 50.00	$	13,000.00	$ 15.00	$	3,900.00
55	203	305	LF	Remove Concrete Curb & Gutter	$ 15.00	$	4,575.00	$ 13.33	$	4,065.65	$ 43.00	$	13,115.00	$ 25.00	$	7,625.00	$ 12.00	$	3,660.00	$ 11.00	$	3,355.00
56	03, TxDOT 64	6	EA	Remove and Reinstall Sign Panel and Post	$ 600.00	$	3,600.00	$ 745.00	$	4,470.00	$ 950.00	$	5,700.00	$ 500.00	$	3,000.00	$ 1,800.00	$	10,800.00	$ 765.00	$	4,590.00
57	303.305	211	SF	6" Concrete Pavement Driveway (HES)	$ 11.00	$	2,321.00	$ 18.00	$	3,798.00	$ 46.00	$	9,706.00	$ 14.00	$	2,954.00	$ 18.30	$	3,861.30	$ 23.75	$	5,011.25
58	305	4736	SF	4" Concrete Sidewalk	$ 8.00	$	37,888.00	$ 14.65	$	69,382.40	$ 12.50	$	59,200.00	$ 9.00	$	42,624.00	$ 11.15	$	52,806.40	$ 8.00	$	37,888.00
59	305	570	LF	6" Concrete Curb & Gutter	$ 50.00	$	28,500.00	$ 58.00	$	33,060.00	$ 38.00	$	21,660.00	$ 6.00	$	3,420.00	$ 68.00	$	38,760.00	$ 58.50	$	33,345.00
60	303.305	228	SY	6" Concrete Valley Gutter	$ 100.00	$	22,800.00	$ 135.00	$	30,780.00	$ 182.00	$	41,496.00	$ 108.00	$	24,624.00	$ 140.00	$	31,920.00	$ 144.00	$	32,832.00
61	303.305	61	SY	6" Concrete Alley Approach	$ 90.00	$	5,490.00	$ 135.00	$	8,235.00	$ 260.00	$	15,860.00	$ 108.00	$	6,588.00	$ 185.56	$	11,285.00	$ 80.00	$	4,880.00
62	502	2	EA	Adjust Existing Manhole Ring and Lid to Grade	$ 800.00	$	1,600.00	$ 1,650.00	$	3,300.00	$ 3,000.00	$	6,000.00	$ 1,000.00	$	2,000.00	$ 2,100.00	$	4,200.00	$ 2,340.00	$	4,680.00
63	502	4	A	Adjust Existing Valve Box to Grade	$ 400.00	$	1,600.00	$ 1,000.00	$	4,000.00	$ 700.00	$	2,800.00	$ 250.00	$	1,000.00	$ 1,500.00	$	6,000.00	$ 675.00	$	2,700.00
64	TxDOT 687	2	EA	Roadside flashing beacon assembly (solar) and Foundation	$ 12,000.00	$	24,000.00	$ 14,000.00	$	28,000.00	$ 31,000.00	$	62,000.00	$ 10,000.00	$	20,000.00	$ 18,529.50	$	37,059.00	$ 11,250.00	$	22,500.00
65	TxDot 531	8	EA	TxDOT Type ADA Curb Ramp	$ 2,200.00	$	17,600.00	$ 5,500.00	$	44,000.00	$ 5,500.00	$	44,000.00	$ 4,000.00	$	32,000.00	$ 3,800.00	$	30,400.00	$ 2,970.00	$	23,760.00
66	402	49	SY	Asphalt Pavement Repair (Type D)	$ 30.00	$	1,470.00	$ 65.00	$	3,185.00	$ 230.00	$	11,270.00	$ 90.00	$	4,410.00	$ 200.00	$	9,800.00	$ 22.50	$	1,102.50
67	100,201	1	LS	Irrigation Repair Allowance	$ 1,500.00	$	1,500.00	$ 500.00	$	500.00	$ 12,000.00	$	12,000.00	$ 500.00	$	500.00	$ 2,000.00	$	2,000.00	$ 1,350.00	$	1,350.00
68	502.3.2	2	EA	Install Concrete Pad Around Fire Hydrant	$ 500.00	$	1,000.00	$ 1,250.00	$	2,500.00	$ 500.00	$	1,000.00	$ 1,000.00	$	2,000.00	$ 800.00	$	1,600.00	$ 9,000.00	$	18,000.00
69	502.3.2	1	EA	Install concrete pad around existing water valve	$ 300.00	$	300.00	$ 650.00	$	650.00	$ 500.00	$	500.00	$ 1,000.00	$	1,000.00	$ 800.00	$	800.00	$ 450.00	$	450.00
				Add Alternate Bid 2 Subtotal		$	**199,392.00**		$	**312,655.85**		$	**406,067.60**		$	**215,755.00**		$	**308,994.60**		$	**258,873.75**
				5.3 ADD ALT BID NO.3																			
70	100,201,203	1	LS	Mobilization (5%)	$ 2,000.00	$	2,000.00	$ 2,500.00	$	2,500.00	$ 1,500.00	$	1,500.00	$ 4,000.00	$	4,000.00	$ 1,100.00	$	1,100.00	$ 1,434.00	$	1,434.00
71	105,107	1	LS	Traffic Control	$ 5,000.00	$	5,000.00	$ 1,500.00	$	1,500.00	$ 9,000.00	$	9,000.00	$ 2,000.00	$	2,000.00	$ 1,500.00	$	1,500.00	$ 5,000.00	$	5,000.00
72	203	3926	LF	Remove 4" Pvmt Marking	$ 1.00	$	3,926.00	$ 0.90	$	3,533.40	$ 1.20	$	4,711.20	$ 1.00	$	3,926.00	$ 0.78	$	3,062.28	$ 1.00	$	3,926.00
73	203	766	LF	Remove 8" Pvmt Marking	$ 1.50	$	1,149.00	$ 0.95	$	727.70	$ 1.80	$	1,378.80	$ 1.50	$	1,149.00	$ 1.56	$	1,194.96	$ 1.50	$	1,149.00
74	203	115	LF	Remove 24" Pvmt Marking	$ 5.00	$	575.00	$ 4.00	$	460.00	$ 1.80	$	207.00	$ 4.00	$	460.00	$ 4.20	$	483.00	$ 3.00	$	345.00
75	203	2	EA	Remove Lane Legend Marking (Arrow)	$ 70.00	$	140.00	$ 95.00	$	190.00	$ 100.00	$	200.00	$ 75.00	$	150.00	$ 54.00	$	108.00	$ 150.00	$	300.00
76	203	1	EA	Remove Lane Legend Marking (only)	$ 70.00	$	70.00	$ 95.00	$	95.00	$ 100.00	$	100.00	$ 75.00	$	75.00	$ 60.00	$	60.00	$ 150.00	$	150.00
77	804	1445	LF	4" Sld Pvmt marking HAS (W)	$ 1.50	$	2,167.50	$ 1.85	$	2,673.25	$ 1.60	$	2,312.00	$ 1.30	$	1,878.50	$ 1.02	$	1,473.90	$ 1.50	$	2,167.50
78	804	2689	LF	4" Sld Pvmt marking HAS (Y)	$ 2.00	$	5,378.00	$ 1.85	$	4,974.65	$ 1.60	$	4,302.40	$ 1.30	$	3,495.70	$ 1.02	$	2,742.78	$ 1.50	$	4,033.50
79	804	588	LF	4" Sld Pvmt marking HAS (W)	$ 3.00	$	1,764.00	$ 2.75	$	1,617.00	$ 2.00	$	1,176.00	$ 1.75	$	1,029.00	$ 2.04	$	1,199.52	$ 2.40	$	1,411.20
80	804	121	LF	8" Sld Pvmt marking HAS (W)	$ 15.00	$	1,815.00	$ 14.00	$	1,694.00	$ 11.00	$	1,331.00	$ 8.25	$	998.25	$ 12.00	$	1,452.00	$ 8.00	$	968.00
81	804	6	EA	Lane Legend Arrow	$ 250.00	$	1,500.00	$ 285.00	$	1,710.00	$ 220.00	$	1,320.00	$ 200.00	$	1,200.00	$ 228.00	$	1,368.00	$ 500.00	$	3,000.00
82	804	1	EA	Lane Legend Only	$ 250.00	$	250.00	$ 325.00	$	325.00	$ 230.00	$	230.00	$ 200.00	$	200.00	$ 234.00	$	234.00	$ 500.00	$	500.00
83	804	4	EA	Lane Legend Bike	$ 350.00	$	1,400.00	$ 315.00	$	1,260.00	$ 230.00	$	920.00	$ 200.00	$	800.00	$ 360.00	$	1,440.00	$ 600.00	$	2,400.00
84	TxDOT 644	6	EA	Furnish/Install Alum Sign Ground Mount City Std.	$ 1,300.00	$	7,800.00	$ 1,500.00	$	9,000.00	$ 1,000.00	$	6,000.00	$ 500.00	$	3,000.00	$ 1,200.00	$	7,200.00	$ 650.00	$	3,900.00
85	TxDOT 672	36	EA	Refl Raised Marker Ty-II-A-A	$ 10.00	$	360.00	$ 7.25	$	261.00	$ 7.00	$	252.00	$ 5.00	$	180.00	$ 4.80	$	172.80	$ 7.00	$	252.00
86	TxDot 673	5	EA	Refl Raised marker Ty-I-C	$ 10.00	$	50.00	$ 7.25	$	36.25	$ 7.00	$	35.00	$ 5.00	$	25.00	$ 4.80	$	24.00	$ 7.00	$	35.00
				Add Alternate Bid 3 Subtotal		$	**35,344.50**		$	**32,557.25**		$	**34,975.40**		$	**24,566.45**		$	**24,815.24**		$	**30,971.20**
				TOTAL		$	**536,066.50**		$	**712,706.21**		$	**892,037.05**		$	**487,834.45**		$	**683,644.89**		$	**608,070.95**

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a Resolution authorizing an agreement with Environmental Group Southwest (EGSW) for grease and odor bioremediation products via sole source procurement for a one-year term, with the option to renew for up to four additional one-year terms for a total contract amount not to exceed $125,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Matt Bryant, Assistant Director of Public Works

BACKGROUND/HISTORY:
As part of the City of Duncanville's Sanitary Sewer Overflow Initiative (SSOI) with the Texas Commission on Environmental Quality (TCEQ), the City must perform annual sewer system maintenance to reduce sanitary sewer overflows. To comply with this regulation, the Utilities Division periodically performs corrective and preventative maintenance of known heavy grease areas throughout the year to remove grease buildup from the city's sewers. Grease buildup can contribute to regulatory non-compliance and sanitary sewer overflows. Removing the buildup dramatically reduces the city's Biochemical Oxygen Demand (BODs) and Total Suspended Solids (TSSs), which would otherwise lead to additional fees and treatment costs.

Since 2020, the City of Duncanville has used degreasing and deodorizing products sold exclusively by EGSW to significantly reduce grease buildup within our sanitary sewer system. Staff is highly pleased with the results achieved from using these products.

POLICY EXPLANATION:
City staff recommends approval of a sole source agreement with EGSW for grease and odor bioremediation products. This service agreement will ensure that we can continue to procure proven products sold exclusively by EGSW.

City Council is requested to approve a contract with EGSW in the total amount of $125,000.00. The estimated expenditure amounts per fiscal year are $25,000.00 for FY24 and an estimated $100,000.00 spread over fiscal years 25 through 28, subject to future appropriations in FYs 25-28, as outlined below.

FY24: $25,000.00
FY25: $25,000.00
FY26: $25,000.00
FY27: $25,000.00
FY28: $25,000.00

FUNDING SOURCE:

ORG and Object Number
02312000-700450 (Water and Sewer Services/Contractual Services)

Available Budget	**Purchase Amount**	**After Encumber**
$135,698.93	$25,000.00	$110,698.93

ACTION ALTERNATIVES:

1. Authorize an agreement with Environmental Group Southwest (EGSW) for grease and odor bioremediation products via sole source procurement for a one-year term, with the option to renew for up to four additional one-year terms for a total contract amount not to exceed $125,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.
2. Do not authorize an agreement with Environmental Group Southwest (EGSW) for grease and odor bioremediation products via sole source procurement for a one-year term, with the option to renew for up to four additional one-year terms for a total contract amount not to exceed $125,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation,
3. Other actions as directed by Council.

ATTACHMENTS:
Attachment 1 - Sole Source Memo
Resolution No. - 2024-251 - Sanitary Sewer Grease and Bioremediation Contract with Exhibit

City of Duncanville
203 E. Wheatland Rd
Duncanville, TX 75116
972.780.4900 P | 972.780.4949 F
www.duncanvilletx.gov

Attachment 1

Memo

Date	April 16, 2024
To	Mayor and Council
Thru	Douglas Finch, MPA, City Manager
Thru	Elton D. Brock, MBA, CTCM, CTPM, CPSM, CPM, Chief Procurement Officer
From	Matt Bryant, Utilities Superintendent
Subject	Sole Source for EGSW // Sanitary Sewer Grease and Odor Bioremediation

Request:
Approve a one-year sole source agreement, with the option to renew for up to four additional one-year terms, with EGSW (Environmental Group Southwest) for the annual purchase of products for sanitary sewer grease and odor bioremediation to ensure compliance with the City of Duncanville's Sanitary Sewer Overflow Initiative (SSOI) Agreement with the Texas Commission on Environmental Quality.

Justification:

The City of Duncanville Utilities Division periodically performs corrective and preventative maintenance of known heavy grease areas to remove grease buildup from the city's sewers. Grease buildup can contribute to regulatory non-compliance and sanitary sewer overflows. Removal of the buildup dramatically reduces the city's Biochemical Oxygen Demand (BODs) and Total Suspended Solids (TSSs), which would otherwise lead to additional fees and treatment costs.

Since 2020, the City of Duncanville has used degreasing and deodorizing products sold exclusively by EGSW to significantly reduce grease buildup within our sanitary sewer system. Staff is highly pleased with the results achieved from using these products.

City staff recommends approval of a one-year contract agreement with EGSW, with the option to renew for up to four additional one-year terms, as the sole-source vendor to

continue the annual purchase of proven grease and odor bioremediation products sold exclusively by EGSW.

RESOLUTION NO. 2024-251

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING AN AGREEMENT WITH ENVIRONMENTAL GROUP SOUTHWEST (EGSW) FOR GREASE AND ODOR BIOREMEDIATION PRODUCTS VIA SOLE SOURCE PROCUREMENT FOR A ONE-YEAR TERM, WITH THE OPTION TO RENEW FOR UP TO FOUR ADDITIONAL ONE-YEAR TERMS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED $125,000.00 OVER THE FIVE YEARS, SUBJECT TO THE EXERCISE OF A CONTRACT RENEWAL AND CITY COUNCIL APPROPRIATION, AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville, Texas, desires to continue its commitment to ensuring the reliability of its infrastructure including the sanitary sewer system; and

WHEREAS, the City of Duncanville's Sanitary Sewer Overflow Initiative (SSOI) with the Texas Commission on Environmental Quality (TCEQ) requires the city to conduct annual maintenance of the sanitary sewer system necessary to reduce sanitary sewer overflows (SSOs); and

WHEREAS, the City of Duncanville, Texas, desires to enter into ongoing agreement with EGSW to continue purchasing proven sewer line degreasing and deodorizing products; and

WHEREAS, funds are allocated in the Water/Wastewater Utility Fund for these sanitary sewer treatment services; and

WHEREAS, the City Council of the City of Duncanville, Texas, desires to authorize an agreement with Environmental Group Southwest (EGSW) for grease and odor bioremediation products via sole source procurement for a one-year term, with the option to renew for up to four additional one-year terms for a total contract amount not to exceed $125,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation.

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

SECTION 1. The City Council of the City of Duncanville, Texas, hereby authorizes an agreement with Environmental Group Southwest (EGSW) for grease and odor bioremediation products via sole source procurement for a one-year term, with the option to renew for up to four additional one-year terms for a total contract amount not

to exceed $125,000.00 over the five years, subject to the exercise of a contract renewal and City Council appropriation, and authorizes the City Manager to execute the necessary documents related to said expenditures.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Exhibit A

EGSW
Environmental Group Southwest

4/01/2024

EGSW Price List for Duncanville

Micro-Solve®		**Cost**
-Micro-Solve® - 5 gallon bucket		$260.00
-Micro-Solve® - 55 gallon drum		$2860.00
-Micro-Solve® Bucket Shipping	5--16 per pallet	$275.00 per pallet
-Micro-Solve® Drum Shipping		$275.00 per drum

Micro-Solve® Application System

- Micro-Solve® Pump Kit	$770.00
(Includes: Chemical Pump with Viton Tubing & Brass Spray Nozzle, Pump Box, Pump Stem, and Vented Dip Stick)	
- Micro-Solve® Pump Kit Shipping	$140.00
- Micro-Solve® Pump Kit Set-Up	$75.00

5804 Babcock Rd. #169, San Antonio, Texas 78240 512-775-5358 www.egsw.us

EGSW
Environmental Group Southwest

EGSW Price List for Duncanville (2)

Individual Replacement Parts	**Cost**
(Shipping Not Included)	
- Micro-Solve® Chemical Pump	$325.00
- Micro-Solve® Pump Box	$290.00
- Micro-Solve® Pump Pump Stem	$85.00
- Micro-Solve® Vented Dip Stick	$50.00
- Micro-Solve® Viton® Tube w/Ends	$32.00
- Micro-Solve® Brass Spray Nozzle	$28.00
- Micro-Solve® Internal Pump Timer	$60.00
- Micro-Solve® ¼' OD Supply Tubing 15'	$15.00
- Micro-Solve® Pump Box Plexiglass Door	$15.00

The Bubbler Aeration System	**Cost**
-The Bubbler System "Slim" (Includes Air Compressor, Box & Stand, Air Hose, Chain, and "Slim" Diffuser)	$3350.00
-The Bubbler System "Slim" Shipping	$325.00

5804 Babcock Rd. #169, San Antonio, Texas 78240 512-775-5358 www.egsw.us

EGSW
Environmental Group Southwest

EGSW Price List for Duncanville (3)

The Bubbler "Slim" Replacement Parts	**Cost**
(Shipping Not Included)	
-Gast Extended Duty Air Compressor	$660.00
-Air Filter Assembly GAST	$8.00
-Air Filter Element GAST	$3.00
-The Bubbler "Slim" Diffuser	$765.00
-The Bubbler "Slim" Diffuser 30' Chain	$65.00
-The Bubbler "Slim" Diffuser 50' Hose	$75.00

5804 Babcock Rd. #169, San Antonio, Texas 78240 512-775-5358 www.egsw.us

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a Resolution awarding a bid and authorizing a cooperative purchasing agreement with Curtco, Inc., for pavement crack and joint sealing services through City of Grand Prairie Contract 21186 R2 in an estimated expenditure amount of $150,000.00.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Matthew Bryant, Assistant Director of Public Works
Kelly McChesney, Street Superintendent

BACKGROUND/HISTORY:
The Public Works Department has developed a comprehensive FY24 Street Maintenance Plan for Duncanville. The plan includes various methods of roadway maintenance to ensure the best use of funds considering the specific roadway condition at a given location. The FY24 Plan includes pavement crack and joint sealing, pavement lifting, micro-surfacing, pavement replacement, and mill and overlay street surface treatments to repair and rejuvenate road surfaces.

The City of Duncanville has performed pavement crack and joint sealing on its public streets for over 25 years. Crack sealing involves spraying a melted asphalt solution into surface cracks, sealing the surface, and preventing water from entering. Water is the most destructive element to a pavement structure. Filling or sealing pavement cracks to prevent water from entering the base and subbase extends pavement life by several years. Sealing cracks with flexible rubberized asphalt that bonds to the crack walls and moves with the pavement minimizes water intrusion, slowing the deterioration process. Occasionally, grass and debris have infiltrated the cracks to be sealed. Crack sealing these cracks requires an additional step of crack routing to remove the grass and debris before applying sealant. The streets that have been identified to be crack sealed are outlined in Attachment 1.

Pavement crack and joint sealing services are available from Curtco, Inc. of Center Point, Texas, using City of Grand Prairie Contract 21186 R2. The contract covers material and installation through August 31, 2024; the current pricing is outlined in Attachment 2.

Curtco, Inc. has satisfactorily completed pavement crack and joint seal services contracts for Duncanville in fiscal years 20 through 23.

POLICY EXPLANATION:
State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies any state law requiring that the local government seek competitive bids to purchase the item. The Texas Local Government Code Chapters 271 and 791 allow government agencies to participate in these cooperative arrangements voluntarily.

FUNDING SOURCE:

ORG and Object Number
01066200-700450 (Street Maintenance/Contractual Services)

Available Budget	**Purchase Amount**	**After Encumber**
$1,589,877.77	$150,000.00	$1,439,877.77

ACTION ALTERNATIVES:
1. Award a bid and authorize a cooperative purchasing agreement with Curtco, Inc., for pavement crack and joint sealing services through City of Grand Prairie Contract 21186 R2 in an estimated expenditure amount of $150,000.00.
2. Do not award a bid and authorize a cooperative purchasing agreement with Curtco, Inc., for pavement crack and joint sealing services through City of Grand Prairie Contract 21186 R2 in an estimated expenditure amount of $150,000.00.
3. Other actions as directed by Council.

ATTACHMENTS:
Attachment 1 - Crack Seal Street List FY24
Attachment 2 - Vendor Email Regarding Grand Prairie Contract Pricing
Resolution No. - 2024-244 - Pavement Crack and Joint Sealing Services with Exhibit

Attachment 1

FY24 Crack Seal Street List

Street name	Segment
Lady Ln.	W. Redbird Ln. – Rita Ln.
London Ln.	La Plata Dr. – Scio Dr.
W. Red Bird Ln.	N. Duncanville Rd. – LaPlata Dr.
W. Red Bird Ln.	Widening (turn lane) at Duncanville Rd
Bayless Ln.	Scio Dr. – Lodema Ln.
Wren Ave.	N. Cockrell Hill Rd. to Oriole Blvd.
E. Fairmeadows Dr.	N. Main St. – Oriole Blvd.
McMurry Ave.	Walnut St. – Hopkins Ave.
Sierra Blanca Dr.	N. Casa Grande Cir. – N. Royal Oak Dr.
S. Greenstone Ln.	W. Wheatland Rd. – West Ridge Dr.
Naples Dr.	West Ridge Dr. – Plateau Dr.
Roundtop Blvd.	Concrete St. – Hill City Dr.
Van Rowe Ave.	Walnut St. – N. Horne St.
Trail Ridge Dr.	Oriole Blvd. – Winding Trail Dr.
Swan Ridge Dr.	Larry Dr. – Cardinal Creek Dr.
Swan Ridge Dr.	1/2 CDS (culdesac) at Cardinal Creek
Cardinal Creek Dr.	Swan Ridge Dr. – Cedar Hill Rd.
Rolling Ridge Ln.	Markwood Dr. – Steger Dr.
Brookstone Ln.	Green Hills Rd. – Rock Springs Rd.
Middale Rd.	N. Horne St. – Hill City Dr.
Park Ln.	W. Center St. – Lakeside Dr.
Hustead St.	W. Davis St. – W. Camp Wisdom Rd.
W. Fain St.	Hustead St. – N. Horne St.
Little Creek Dr.	N. Cedar Ridge Dr – Park Ln.

Attachment 2

Breanna Davis

From: Wheatcraft Accounting <wheatcraftacct@outlook.com>
Sent: Thursday, March 28, 2024 3:46 PM
To: Curtis Wheatcraft; Breanna Davis; Jacqueline Culton
Subject: RE: Grand Prairie Contract Pricing for Duncanville
Attachments: gp pricing 2022.pdf

Breanna,

Yes we will honor Grand Prairies pricing (see attached).

Thank you,
Iva

From: Curtis Wheatcraft <cwheatcraft@aol.com>
Sent: Thursday, March 28, 2024 3:42 PM
To: Iva <wheatcraftacct@outlook.com>
Subject: Fw: Grand Prairie Contract Pricing for Duncanville

----- Forwarded Message -----
From: Breanna Davis <bdavis@duncanville.com>
To: cwheatcraft@aol.com <cwheatcraft@aol.com>
Cc: Jacqueline Culton <jculton@duncanville.com>
Sent: Thursday, March 28, 2024 at 03:35:35 PM CDT
Subject: Grand Prairie Contract Pricing for Duncanville

Hello, Mr. Wheatcraft,

I'm emailing you on behalf of my supervisor, Jacqueline Culton.

Please let us know if Curtco agrees to honor the City of Grand Prairie's pricing for crack sealing.

Thank you!

Breanna Davis

Executive Assistant – Public Works

203 E. Wheatland Rd

Duncanville, TX 75116

972.780.5015 P

www.duncanvilletx.gov

EXHIBIT A

CURTCO INC.
6133 HWY 27
CENTER POINT, TX 78010
PHONE 830-634-3434
FAX 830-634-3435

Date: June 17th, 2022
RE: Bid Price Adjustment
RFB 21119
Attn: Kim Ruiz, City of Grand Prairie

Curtco Inc., like everyone else is experiencing a substantial increase in the cost of labor, fuel, and material. Most of the increases have occurred since the start of 2022.

Our labor cost is up by less than 5% however if we don't increase our pay scale by 10%, we will start losing employees.

Fuel is up almost 100% from last year.

Polyflex 3, the main product that we use to seal cracks, cost .47/Lb. in 2021. Polyflex 3 now costs .605/Lb., which is a 29% increase

We are experiencing a 25-50% increase in the cost of parts to repair our equipment.

We are requesting a 15% increase on Bid Items 1, 2, &3. In addition we are requesting a 19% increase on Bid Item 4. We are not asking for an increase on Item 5- Dust Control. If approved, the unit pricing would increase as follows:

Description	*Old price*	*New price*
1.Routing and Seal Crack Concrete	$1.40	$1.61
2.Routing and Seal Crack Asphalt	$1.40	$1.61
3.Joint Sealing Services	$1.40	$1.61
4.Crack Sealing Services	$0.42	$0.50
5.Dust Control	$1.00	$1.00

Please find some correspondence regarding the price of Polyflex 3 in 2021 Vs. 2022

Sincerely,

Curtis Wheatcraft

RESOLUTION NO. 2024-244

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AWARDING A BID AND AUTHORIZING A COOPERATIVE PURCHASING AGREEMENT WITH CURTCO, INC. FOR PAVEMENT CRACK AND JOINT SEALING SERVICES THROUGH CITY OF GRAND PRAIRIE CONTRACT 21186 R2 IN AN ESTIMATED EXPENDITURE AMOUNT OF $150,000.00; AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, it is necessary to procure pavement crack and joint sealing services to preserve City streets to maintain public infrastructure in the City of Duncanville; and

WHEREAS, the City of Duncanville has entered into a cooperative purchasing agreement with the City of Grand Prairie for products and services; and

WHEREAS, the City of Grand Prairie has taken competitive sealed bids and awarded Contract 21186 R2 for pavement crack and joint sealing services to Curtco, Inc.; and

WHEREAS, the City Council of the City of Duncanville desires to award a bid and authorize a cooperative purchasing agreement with Curtco, Inc. for pavement crack and joint sealing services through City of Grand Prairie Contract 21186 R2 in an estimated expenditure amount of $150,000.00.

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

SECTION 1. The City Council of the City of Duncanville, Texas, hereby awards a bid and authorizes a cooperative purchasing agreement with Curtco, Inc. for pavement crack and joint sealing services through City of Grand Prairie Contract 21186 R2 in an estimated expenditure amount of $150,000.00 and authorizes the City Manager to execute the necessary documents related to said expenditures.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Exhibit A

GRAND PRAIRIE TEXAS

Contract Coversheet

Dept:* Purchasing

Contract ID: 21186 R2

For: Public Works

Bid Number: 21119

Contact Name: Rashmi B Kulkarni **Contact Phone:*** 8372 **Contact Email:*** rkulkarni@gptx.org

Vendor Name: Curtco, Inc **Vendor Email:** cwheatcraft@aol com

Project Name: Pavement Crack & Joint Sealing Services

Summary Exercising the second of four, one-year renewal options through 8/31/24

Permanent Retention*

○ Yes ● No

Contract Amount

$ ~~2,810.00~~ 2,810,000.00

Account #

Total Contract Amount over all terms

$ ~~14,050.00~~ 14,050,000.00

Work Order #

Implementation Date	Termination Date	Council Approval Date
9/1/2023	8/31/2024	8/17/2021

Contract Approvals

Department Manager:

Sign **Date**

City Attorney Signature

Sign **Date** 6/29/2023

City Manager Signature

Sign **Date** 6/30/2023

City Secretary Signature

Gloria Colvin **Date** 6/30/2023

Legal Reviewer Which attorney previously reviewed this contract?

Akeem Ayinde

Page 3 of 4

GRand PRaiRie
TEXAS

June 28, 2023

Curtco, Inc.
ATTN: Curtis Wheatcraft, President
6133 Hwy 27, Center Point, TX, 78010

*Subject: Renewal **2 of 4** for **RFB #21119***

Good Morning,

The City and Curtco, Inc., entered into the referenced contract for Pavement Crack and Joint Sealing Services, which provides for renewal options. The current term of the contract will expire on August 31, 2023, and the City wishes to renew the contract for an additional year under the same terms and conditions and in accordance with this letter through August 31, 2024. If you wish to renew the contract, please acknowledge your desire to do so by responding "I agree" to this letter. By acknowledging your desire to renew the contract, you warrant that you are authorized to execute the renewal on behalf of the contracting party.

☒ *If you wish to renew the contract.*

☐ *If you do not wish to renew the contract, please explain.*

Please attach a current Certificate of Insurance showing that insurance is in the effect of the types and kinds required under the contract. Attached are a sample COI and insurance exhibit.

If you have a question, please feel free to contact me.

Signature _____ ***Date*** 4/28/23

Respectfully,
Rashmi Kulkarni, Sr. Buyer

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a Resolution awarding RFP 24-0016 Traffic Operations Construction and Maintenance Services to Yunex LLC through the City's competitive proposal process for traffic infrastructure construction and maintenance services; and authorizing a contract for a three-year term with the option to renew for up to three additional one-year terms for a total contract amount not to exceed $3,576,505.00 over the six years, subject to the exercise of a contract renewal and City Council appropriation.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Develop: Infrastructure Improvement Strategy**
  - **Ensure the viability and adaptability of the city's infrastructure, facilities, and transportation network through thoughtful financial and long-term planning.**

STAFF RESPONSIBLE:
Matthew Bryant, Assistant Director of Public Works
John Borchardt, Traffic Operations Superintendent

BACKGROUND/HISTORY:
For over thirty years, the City of Duncanville has utilized annual term contracts for traffic signal construction and maintenance services. The scope of work covered by the contracts includes significant construction and maintenance activities and some routine maintenance tasks beyond the capabilities of the Traffic Operations Division. For example, this can consist of fiber optic cabling installation, traffic cabinet installation, overhead electrical service installation, and others.

The previous RFB was conducted in 2018, and a contract for traffic signal maintenance services was awarded to Siemens Mobility, Inc. (now Yunex LLC) on November 20, 2018. This agreement included four one-year renewal options; the last term expired in November 2023.

Yunex LLC has provided these services for several years and consistently met the city's expectations.

POLICY EXPLANATION:
RFP 24-0016 Traffic Construction and Maintenance Services was advertised via Focus Daily News on February 14, 2024, and February 21, 2024. The proposal request was also publicized through the notification system for PublicPurchase.com. One proposal was received in response to the request

for proposals. Staff reviewed the proposal, proposer's references, and work history and recommends the award of RFP 24-0016 to Yunex LLC, the sole proposer.

City Council is requested to approve a contract with Yunex LLC in the total amount of $3,576,505.00. The estimated expenditures per fiscal year are $189,930.00 for the remainder of fiscal year 24 and $3,386,575.00 spread over fiscal years 25 through 30, subject to future appropriations in FY 25-30, as outlined below. This authorization should cover all Division needs for large-scale traffic signal construction and maintenance as needed for the next six years. FYs 26-29 include an approximate 5% increase over the previous year to accommodate any price escalations that may arise throughout the contract's life.

FY24: $189,930.00
FY25: $549,431.00
FY26: $576,903.00
FY27: $605,749.00
FY28: $636,037.00
FY29: $667,839.00
FY30: $350,616.00 (through April 2030)

FUNDING SOURCE:

ORG and Object Number
01066300-700450 (Traffic Operations/Contractual Services)

Available Budget	**Purchase Amount**	**After Encumber**
$281,877.02	$189,930.00	$91,947.02

ACTION ALTERNATIVES:

1. Award RFP 24-0016 Traffic Operations Construction and Maintenance Services to Yunex LLC through the City's competitive proposal process for traffic infrastructure construction and maintenance services; and authorize a contract for a three-year term with the option to renew for up to three additional one-year terms for a total contract amount not to exceed $3,576,505.00 over the six years, subject to the exercise of a contract renewal and City Council appropriation.
2. Do not award RFP 24-0016 Traffic Operations Construction and Maintenance Services to Yunex LLC through the City's competitive proposal process for traffic infrastructure construction and maintenance services; and authorize a contract for a one-year term with the option to renew for up to three additional one-year terms for a total contract amount not to exceed $3,576,505.00 over the six years, subject to the exercise of a contract renewal and City Council appropriation.
3. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2024-250 - Traffic Operations Construction and Maintenance Services with Exhibit

RESOLUTION NO. 2024-250

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AWARDING RFP 24-0016 TRAFFIC OPERATIONS CONSTRUCTION AND MAINTENANCE SERVICES TO YUNEX LLC THROUGH THE CITY'S COMPETITIVE PROPOSAL PROCESS FOR TRAFFIC INFRASTRUCTURE CONSTRUCTION AND MAINTENANCE SERVICES; AND AUTHORIZING A CONTRACT FOR A THREE-YEAR TERM WITH THE OPTION TO RENEW FOR UP TO THREE ADDITIONAL ONE-YEAR TERMS FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED $3,576,505.00 OVER THE SIX YEARS, SUBJECT TO THE EXERCISE OF A CONTRACT RENEWAL AND CITY COUNCIL APPROPRIATION; AND AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS RELATED TO SAID EXPENDITURES; AND, PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Duncanville, Texas, desires to continue its commitment to making infrastructure improvements to the City's traffic infrastructure; and

WHEREAS, the City of Duncanville, Texas, advertised and received a competitive sealed proposal for the traffic infrastructure improvements and maintenance per RFP 24-0016 and recommends awarding the proposal to Yunex LLC; and

WHEREAS, the City Council of the City of Duncanville, Texas, desires to award RFP 24-0016 Traffic Operations Construction and Maintenance Services; and authorize a contract with Yunex LLC for traffic infrastructure construction and maintenance services for a one-year term with the option to renew for up to four additional one-year terms for a total contract amount not to exceed $3,576,505.00 over the six years, subject to the exercise of a contract renewal and City Council appropriation.

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

SECTION 1. The City Council of the City of Duncanville, Texas, hereby awards RFP 24-0016 Traffic Operations Construction and Maintenance Services; and authorizes a contract with Yunex LLC for traffic infrastructure construction and maintenance services for a one-year term with the option to renew for up to four additional one-year terms for a total contract amount not to exceed $3,576,505.00 over the six years, subject to the exercise of a contract renewal and City Council appropriation; and authorizes the City Manager to execute the necessary documents related to said expenditures.

SECTION 2. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

REQUEST FOR PROPOSAL
ISSUED BY
THE CITY OF DUNCANVILLE
PROCUREMENT OFFICE, FISCAL SERVICES DEPARTMENT

Exhibit A
PROPOSAL FORM

ITEM	DESCRIPTION	UNIT	EST. PROGRAM QUANTITY	UNIT COST	TOTAL COST
1	SIGNAL CONSTRUCTION CREW	HR	20	$ 220.20	$ 4,404.00
2	SIGNAL MAINTENANCE CREW	HR	250	$ 221.30	$ 55,325.00
3	2” PVC CONDUIT BY BORE	LF	2,500	$ 30.50	$ 76,250.00
4	4” PVC CONDUIT BY BORE	LF	500	$ 37.20	$ 18,600.00
5	2" PVC CONDUIT BY OPEN CUT	LF	2,000	$ 27.90	$ 55,800.00
6	4” PVC CONDUIT BY OPEN CUT	LF	500	$ 37.40	$ 18,700.00
7	24" STREET LIGHT FOUNDATION	EA	1	$ 1,909.70	$ 1,909.70
8	30” SIGNAL POLE FOUNDATION (SINGLE MAST ARM)	EA	1	$ 3,853.40	$ 3,853.40
9	36” SIGNAL POLE FOUNDATION (SINGLE MAST ARM)	EA	1	$ 5,488.90	$ 5,488.90
10	SIGNAL CABINET FOUNDATION (TYPICAL)	EA	1	$2,284.50	$ 2,284.50
11	FURNISH & INSTALL CONCRETE APRON AROUND PULL BOX (APRON ONLY)	EA	20	$ 925.20	$ 18,504.00
12	ANNUAL PREVENTATIVE MAINTENANCE	EA	36	$ 1,855.60	$ 66,801.60
13 - A	I-20 LIGHTING MAINTENANCE & REPAIR. FURNISH & INSTALL (Bulb Replacement)	EA	10	$571.20	$ 5,712.00
13 – B	I-20 LIGHTING MAINTENANCE & REPAIR. FURNISH & INSTALL (Ballast Replacement)	EA	10	$ 571.20	$ 5,712.00
13 – C	I-20 LIGHTING MAINTENANCE & REPAIR. FURNISH & INSTALL (Luminaire / Head Replacement)	EA	10	$ 1,525.30	$ 15,253.00
13 - D	I-20 LIGHTING MAINTENANCE & REPAIR. FURNISH & INSTALL (Pole Replacement)	EA	5	$ 5,031.20	$ 25,156.00
13 – E	I-20 LIGHTING MAINTENANCE & REPAIR. INSTALL (Wire Replacement)	HR	80	$ 187.10	$ 14,968.00

REQUEST FOR PROPOSAL
ISSUED BY
THE CITY OF DUNCANVILLE
PROCUREMENT OFFICE, FISCAL SERVICES DEPARTMENT

13 - F	I-20 LIGHTING MAINTENANCE & REPAIR. FURNISH & INSTALL (Service Pole & Electrical Equipment)	EA	3	$8,488.90	$ 25,466.70
14	INSTALL (6 COUNT) FIBEROPTIC CABLING	LF	5,000	$ 6.40	$ 32,000.00
15	FURNISH & INSTALL PULL BOX (24" x 30" x 12") WITH LID & CONCRETE APRON	EA	5	$ 2,006.70	$ 10,033.50
16	FURNISH & INSTALL PULL BOX (24" x 36" x 24") WITH LID & CONCRETE APRON	EA	2	$ 2,006.70	$ 4,013.40
17	FURNISH & INSTALL 2" RIDGED CONDUIT (BRIDGES ONLY)	LF	500	$ 28.30	$ 14,150.00
18	INSTALL TRAFFIC CABINET (SCHEDULED MAINTENANCE 8 hrs.)	EA	4	$ 3,652.30	$ 14,609.20
19	INSTALL TRAFFIC CABINET (EMERGENCY SITUATION 8 hrs.)	EA	3	$ 4,838.30	$ 14,514.90
20	FURNISH & INSTALL ELECTRICAL SERVICE ENCLOSURE WITH PEDESTAL FOUNDATION	EA	1	$ 9,266.70	$ 9,266.70
21	FURNISH & INSTALL OVERHEAD ELECTRICAL SERVICE, PERMANENT METER POLE	EA	2	$ 7,791.20	$ 15,582.40
22	24" PEDESTRIAN PUSH BUTTON POLE FOUNDATION	EA	2	$ 1,824.50	$ 3,649.00
23	24" SCHOOL ZONE FLASHER POLE FOUNDATION	EA	4	$ 1,824.50	$ 7,298.00
24	SIGNAL CABINET FOUNDATION (NON-TYPICAL)	EA	1	$ 4,124.50	$ 4,124.50
				TOTAL PROGRAM COST:	$ **549,430.40**

By submitting a proposal in response to this solicitation, the Contractor certifies that their firm is not debarred, suspended, or otherwise ineligible for participation in government procurement by the federal government, the State of Texas, or any other state, county, or municipal government.

The undersigned has caused this proposal to be executed as of the day and year as indicated.

Printed Name:	ADESH SINGH

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a resolution authorizing the procurement of a 2024 Ford F-550 Brushfighter Small Brush Truck from Daco Fire Equipment Through Buy Board Cooperative Purchasing Agreement #651-21, in the expenditure amount of $236,789.00; authorizing the City Manager to execute the necessary documents; and providing for an effective date.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Greg Chase, Interim Fire Chief
Asa Low, Equipment Services Superintendent

BACKGROUND/HISTORY:
The Fire Department has a 2008 Ford F-550 4X4 Pierce Brush Truck that has reached its useful life. If the purchase of a new unit is approved, the current unit will be auctioned with the proceeds being returned to the Fleet Rotation Fund.

Funding from the Fleet Rotation Fund in the amount of $236,789.00 is available for the purchase of this vehicle. This unit will be a 2024 Ford F-550 Extended Cab 4X4 Brushfighter Brush Truck and will be used by the Fire Department.

Purchase would include a budget amendment to add funds to the Fleet Replacement line.

POLICY EXPLANATION:
State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies any State law requiring that the local government seek competitive bids to purchase of the item. The Texas Local Government Code Chapters 271 and 791 allow government agencies to participate in these interlocal cooperative arrangements voluntarily.

FUNDING SOURCE:

ORG and Object Number
415-700885 (Fleet/Equip Rpr/Rplace/Motor Vehicles). Available funds reflect approval of budget amendment.

Available Budget	Purchase Amount	After Encumber
$975,959	$236,789	739,170

ACTION ALTERNATIVES:

1. Do not adopt the resolution.
2. Other actions as directed by Council.

ATTACHMENTS:

Quote from Daco - BuyBoard Vehicle Worksheet (Duncanville Tx)
Buy Board Cooperative Contract - Daco Fire Equipment - 651-21 (6)
Resolution No. - 2024-245 - Purchase of a 2024 Ford F-550 4x4 Brushfighter Small Brush Truck from Daco Fire Equipment through Buy Board Cooperative Co - Pdf

Motor Vehicles

BuyBoard PURCHASING COOPERATIVE	**CONTRACT PRICING WORKSHEET** **For MOTOR VEHICLES Only**	**Contract No.:**	651-21	**Date Prepared:**	3/18/2024

Due to global supply chain constraints, any delivery date contained herein is a good faith estimate as of the date of this order/contract. As needed, delivery updates will be provided as soon as possible.

Buying Agency:	City Of Duncanville	**Contractor:**	Daco Fire Equipment
Contact Person:		**Prepared By:**	Wes Dobmeier
Phone:		**Phone:**	817-281-4172
Fax:		**Fax:**	
Email:		**Email:**	wesley@dacofire.com

Product Description **Section VI: Quick Attack and Brush Type Vehicles Item #39 F450-2-Dr. Cab, 4x2, 60" C/A, A/C, 15,000# GVW -**

A. Product Item Base Unit Price Per Contractor's Contract: 124,268

B. Published Options - Itemize below - Attach additional sheet(s) if necessary.
(Note: Published Options are "manufacturer standard options" which were submitted and priced in Contractor's proposal.)

Description	Cost	Description	Cost
40-00-6200 Transverse Comp't - Roll Up Dr - Ahead of Bdy	7,261	50-15-5200 Battery Chrgr, KUSS, Autocharge 11	1025
45-07-4230 SlideMaster Tray, 1000#, Alum 3/16" (1/2 Dpth),	1,776	50-20-1500 Shore Power Inlet, KUSS Super Auto-Eject 20A	789
45-07-4230 SlideMaster Tray, 1000#, Alum 3/16" (1/2 Dpth),	1,776	60-17-1200 Inverter, 1000W, 12V, Vanner 20-1000TUL	3630
20-01-1800 Pump, Darley, Aux, 2-1/2 AGE 24K, Kubota Dsl	24026	08-06-0292 Back Up Camera, safety Vision,	1751
20-01-4510 Pump Controls - Remote Start	4174	77-10-5300 Brush Guard, Front Winch, Wrap Around, Black	4207
20-01-3330 Foam Pro 2001 Foam System	9917	44-06-4120 Fenderette, Polished Molding	451
25-21-1502 Foam Tank, Intgrl Poly, 30 Gal, Class A	1632	44-06-4120 Fenderette, Polished Molding	451
20-14-5100 Pump Primer, Hale, ESP, Oil Less	1680	77-10-8700 Rcv'r, Rr, Winch/Rope/Trailer, 12,000#	1289
23-14-1100 Dschg, 1", Front LH Bumper, Ground Sweep	1576	07-07-0551 Spare Tire Rear (1)	1888
23-14-1200 Dschg, 1", Front RH Bumper, Ground Sweep	1576	**Subtotal From Additional Sheet(s):**	
		Subtotal B:	70,875

C. Customization Category Totals - Itemize below / Attach additional sheet(s) if necessary.
(Note: Customization options are "manufacturer non-standard options" which were submitted and priced in Contractors's proposal.)

Description	Cost	Description	Cost
Upgrade Chassis to F550 4x4 & Extended Cab 2024 Or Nev	8,500	Upgrade Warning and Scene Lighting	2646
Upgrade suspension conversion w/military type tires	29,000	**Subtotal From Additional Sheet(s):**	
		Subtotal C:	40,146

Check: Total cost of Customization Categories (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). **For this transaction the percentage is:** 21%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	1	**X Subtotal of A + B + C:**	235,289	=	**Subtotal D:**	235289

E. BuyBoard Order Processing Charge (Amount Per Current Policy) **Subtotal E:** 1,500

F. Trade-Ins / Special Discounts / Other Allowances / Freight / Installation / Miscellaneous Charges

Description	Cost	Description	Cost
		Subtotal F:	0

Delivery Date: **G. Total Purchase Price (D+E+F):** 236,789

P.O. Box 400, Austin, Texas 78767
800.695.2919 • info@buyboard.com • buyboard.com

July 29, 2021

Sent Via Email: wesley@dacofire.com

Wesley Dobmeier
Daco Fire Equipment
6000 Huddleston St.
Haltom City, TX 76137

Welcome to BuyBoard!

Re: *Notice of The Local Government Purchasing Cooperative Contract Award;* Proposal Invitation No. 651-21, Fire Service Apparatus Vehicles

Congratulations, The Local Government Purchasing Cooperative (Cooperative) has awarded your company a BuyBoard® contract based on the above-referenced Proposal Invitation. The contract is effective for an initial one-year term of October 1, 2021 through September 30, 2022 and may be subject to two possible one-year renewals. Please refer to the Proposal Invitation for the contract documents, including the General Terms and Conditions of the Contract.

To review the items your company has been awarded, please review Proposal Tabulation No. 651-21 at: www.buyboard.com/vendor. Only items marked as awarded to your company are included in this contract award, and only those awarded items may be sold through the BuyBoard contract. All sales must comply with the contract terms and must be at or below the awarded pricing as set forth in the General Terms and Conditions.

The contract will be posted on the BuyBoard website as an online electronic catalog(s). **You are reminded that, in accordance with the General Terms and Conditions, all purchase orders must be processed through the BuyBoard**. Except as expressly authorized in writing by the Cooperative's administrator, you are not authorized to process a purchase order received directly from a Cooperative member that has not been processed through the BuyBoard or provided to the Cooperative. If you receive a purchase order directly from a Cooperative member that you have reason to believe has not been received by the Cooperative or processed through the BuyBoard, you must promptly forward a copy of the purchase order by email to info@buyboard.com.

A list of Cooperative members is available on the buyboard.com website. The BuyBoard vendor relations staff will be contacting you to assist with the resources available and to provide any support you may need as an awarded BuyBoard vendor.

On behalf of the Cooperative, we appreciate your interest in the Cooperative and we are looking forward to your participation in the program. If you have any questions, please contact **Cooperative Procurement Staff** at 800-695-2919 (select option "2").

Sincerely,

Arturo Salinas
Asst. Division Director, Cooperative Purchasing
Texas Association of School Boards, Inc.,
Administrator for The Local Government Purchasing Cooperative

BuyBoard® National Purchasing Cooperative

Endorsed by NSBA National School Boards Association

July 29, 2021

Sent Via Email: wesley@dacofire.com

Wesley Dobmeier
Daco Fire Equipment
6000 Huddleston St.
Haltom City, TX 76137

Welcome to BuyBoard!

Re: *Notice of National Purchasing Cooperative Award;* Proposal Invitation No. 651-21, Fire Service Apparatus Vehicles

Congratulations, The National Purchasing Cooperative (National Cooperative) has awarded your company a BuyBoard® contract based on the above-referenced Proposal Invitation. The contract is effective for an initial one-year term of October 1, 2021 through September 30, 2022 and may be subject to two possible one-year renewals. Please refer to the Proposal Invitation for the contract documents, including the National Purchasing Cooperative Vendor Award Agreement and General Terms and Conditions of the Contract.

To review the items your company has been awarded, please review Proposal Tabulation No. 651-21 at www.buyboard.com/vendor. Only items marked as awarded to your company are included in this contract award, and only those awarded items may be sold through the BuyBoard contract. All sales must comply with the contract terms and must be at or below the awarded pricing as set forth in the General Terms and Conditions.

The contract will be posted on the BuyBoard website as an online electronic catalog(s). **You are reminded that, in accordance with the General Terms and Conditions, all purchase orders from National Cooperative members must be processed through the BuyBoard**. Except as expressly authorized in writing by the Cooperative's administrator, you are not authorized to process a purchase order received directly from a National Cooperative member that has not been processed through the BuyBoard or provided to the Cooperative. If you receive a purchase order directly from a National Cooperative member that you have reason to believe has not been received by the National Cooperative or processed through the BuyBoard, you must promptly forward a copy of the purchase order by e-mail to info@buyboard.com

A list of National Cooperative members is available on the buyboard.com website. The BuyBoard vendor relations staff will be contacting you to assist with resources available and provide any support you may need as an awarded BuyBoard vendor.

On behalf of the National Cooperative, we are looking forward to your participation in the program. If you have any questions, please contact **Cooperative Procurement Staff** at 800-695-2919 (select option "2").

Sincerely,

Arturo Salinas, Asst. Division Director, Cooperative Purchasing
Texas Association of School Boards, Inc.,
Procurement Administrator for the National Purchasing Cooperative

v.02.01.2021

P.O. Box 400, Austin, Texas 78767-0400
800.695.2919 • buyboard.com

12007 Research Boulevard · Austin, Texas 78759-2439 · PH: 800-695-2919 · buyboard.com

PROPOSER'S ACCEPTANCE AND AGREEMENT

Proposal Invitation Name: Fire Service Apparatus Vehicles

Proposal Invitation Number: 651-21

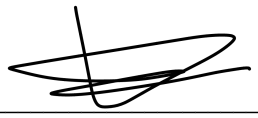
Contract Term: October 1, 2021 through September 30, 2022 with two possible one-year renewals.

Proposal Due Date/Opening Date and Time:
April 29, 2021 at 4:00 PM

Location of Proposal Opening:
Texas Association of School Boards, Inc.
BuyBoard Department
12007 Research Blvd.
Austin, TX 78759

Anticipated Cooperative Board Meeting Date:
July 2021

By signature below, the undersigned acknowledges and agrees that you are authorized to submit this Proposal, including making all acknowledgements, consents, and certifications herein, on behalf of Proposer and, to the best of your knowledge, the information provided is true, accurate, and complete.

DACO FIRE EQUIPMENT	4-19-21
Name of Proposing Company	Date
201 AVE R	
Street Address	Signature of Authorized Company Official
LUBBOCK, TX. 79415	WESLEY DOBMEIER
City, State, Zip	Printed Name of Authorized Company Official
817-281-4172	PRESIDENT
Telephone Number of Authorized Company Official	Position or Title of Authorized Company Official
806-763-9151	75-2794244
Fax Number of Authorized Company Official	Federal ID Number

12007 Research Boulevard · Austin, Texas 78759-2439 · PH: 800-695-2919 · buyboard.com

PROPOSAL FORMS PART 1: COMPLIANCE FORMS

INSTRUCTIONS:

Proposer must review and complete all forms in this Proposal Forms Part 1:

- Proposal Acknowledgements
- Felony Conviction Disclosure
- Resident/Nonresident Certification
- Debarment Certification
- Vendor Employment Certification
- No Israel Boycott Certification
- No Excluded Nation or Foreign Terrorist Organization Certification
- Historically Underutilized Business Certification
- Acknowledgement of BuyBoard Technical Requirements
- Construction-Related Goods and Services Affirmation
- Deviation and Compliance
- Vendor Consent for Name Brand Use
- Confidential/Proprietary Information
- EDGAR Vendor Certification
- Compliance Forms Signature Page

An authorized representative of Proposer must initial in the bottom right corner of each page where indicated and complete and sign the Compliance Forms Signature Page. Proposer's failure to fully complete, initial, and sign forms as required may result in your Proposal being rejected as non-responsive.

PROPOSAL ACKNOWLEDGEMENTS

The proposing company ("you" or "your") hereby acknowledges and agrees as follows:

1. You have carefully examined and understand all information and documentation associated with this Proposal Invitation, including the Instructions to Proposers, General Information, General Terms and Conditions, attachments/forms, appendices, item specifications, and line items (collectively "Requirements");
2. By your response ("Proposal") to this Proposal Invitation, you propose to supply the products or services submitted at the pricing quoted in your Proposal and in strict compliance with the Requirements, unless specific deviations or exceptions are noted in the Proposal;
3. By your Proposal, you acknowledge and certify all items set forth in the General Terms and Conditions, Section B.12 (Certifications), including all non-collusion certifications and certifications regarding legal, ethical, and other matters set forth therein.
4. Any and all deviations and exceptions to the Requirements have been noted in your Proposal on the required form and no others will be claimed;

Initial: WD_____

12007 Research Boulevard · Austin, Texas 78759-2439 · PH: 800-695-2919 · buyboard.com

5. If the Cooperative accepts any part of your Proposal and awards you a Contract, you will furnish all awarded products or services at the pricing quoted and in strict compliance with the Requirements (unless specific deviations or exceptions are noted on the required form and accepted by the Cooperative), including without limitation the Requirements related to:
   a. conducting business with Cooperative members, including offering pricing to members that is the best you offer compared to similarly situated customers in similar circumstances;
   b. payment of a service fee in the amount specified and as provided for in this Proposal Invitation;
   c. the **possible** award of a piggy-back contract by the National Purchasing Cooperative or nonprofit entity, in which event you will offer the awarded products and services in accordance with the Requirements; and
   d. submitting price sheets or catalogs in the proper format as required by the Cooperative as a prerequisite to activation of your Contract;
6. You have clearly identified on the included form any information in your Proposal that you believe to be confidential or proprietary or that you do not consider to be public information subject to public disclosure under the Texas Public Information Act or similar public information law;
7. The individual submitting this Proposal is duly authorized to enter into the contractual relationship represented by this Proposal Invitation on your behalf and bind you to the Requirements, and such individual (and any individual signing a form or Proposal document) is authorized and has the requisite knowledge to provide the information and make the representations and certifications required in the Requirements;
8. You have carefully reviewed your Proposal, and certify that all information provided is true, complete, and accurate to the best of your knowledge, and you authorize the Cooperative to take such action as it deems appropriate to verify such information; and
9. Any misstatement, falsification, or omission in your Proposal, whenever or however discovered, will be grounds for disqualifying you from consideration for a contract award under this Proposal Invitation, termination of a contract award, or any other remedy or action provided for in the General Terms and Conditions or by law.

FELONY CONVICTION DISCLOSURE

Subsection (a) of Section 44.034 of the Texas Education Code (Notification of Criminal History of Contractor) states: "A person or business entity that enters into a contract with a school district must give advance notice to the district if the person or an owner or operator has been convicted of a felony. The notice must include a general description of the conduct resulting in the conviction of a felony."

Section 44.034 further states in Subsection (b): "A school district may terminate a contract with a person or business entity if the district determines that the person or business entity failed to give notice as required by Subsection (a) or misrepresented the conduct resulting in the conviction. The district must compensate the person or business entity for services performed before the termination of the contract."

Please check (√) one of the following:

☐ My company is a publicly-held corporation. (Advance notice requirement does not apply to publicly-held corporation.)
☒ My company is not owned or operated by anyone who has been convicted of a felony.
☐ My company is owned/operated by the following individual(s) who has/have been convicted of a felony:

Name of Felon(s): _____

Details of Conviction(s):_____

_____

Initial: WD

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RESIDENT / NONRESIDENT CERTIFICATION

Chapter 2252, Subchapter A, of the Texas Government Code establishes certain requirements applicable to proposers who are not Texas residents. Under the statute, a "resident" proposer is a person whose principal place of business is in Texas, including a contractor whose ultimate parent company or majority owner has its principal place of business in Texas. A "nonresident" proposer is a person who is not a Texas resident. Please indicate the status of your company as a "resident" proposer or a "nonresident" proposer under these definitions.

Please check (√) one of the following:

- ■ I certify that my company is a **Resident Proposer.**
- ☐ I certify that my company is a **Nonresident Proposer.**

If your company is a Nonresident Proposer, you must provide the following information for your resident state (the state in which your company's principal place of business is located):

Company Name _____ Address _____

City _____ State _____ Zip Code _____

A. Does your resident state require a proposer whose principal place of business is in Texas to under-price proposers whose resident state is the same as yours by a prescribed amount or percentage to receive a comparable contract?
☐ Yes ☐ No

B. What is the prescribed amount or percentage? $_____ or _____%

DEBARMENT CERTIFICATION

By signature on the Compliance Forms Signature Page, I certify that neither my company nor an owner or principal of my company has been debarred, suspended or otherwise made ineligible for participation in Federal Assistance programs under Executive Order 12549, "Debarment and Suspension," as described in the Federal Register and Rules and Regulations. Neither my company nor an owner or principal of my company is currently listed on the government-wide exclusions in SAM, debarred, suspended, or otherwise excluded by agencies or declared ineligible under any statutory or regulatory authority. My company agrees to immediately notify the Cooperative and all Cooperative members with pending purchases or seeking to purchase from my company if my company or an owner or principal is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under any statutory or regulatory authority.

VENDOR EMPLOYMENT CERTIFICATION

Section 44.031(b) of the Texas Education Code establishes certain criteria that a school district must consider when determining to whom to award a contract. Among the criteria for certain contracts is whether the vendor or the vendor's ultimate parent or majority owner (i) has its principal place of business in Texas; or (ii) employs at least 500 people in Texas.

If neither your company nor the ultimate parent company or majority owner has its principal place of business in Texas, does your company, ultimate parent company, or majority owner employ at least 500 people in Texas?

Please check (√) one of the following:

☒ Yes ☐ No

Initial: WD

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NO ISRAEL BOYCOTT CERTIFICATION

A Texas governmental entity may not enter into a contract with a value of $100,000 or more that is to be paid wholly or partly from public funds with a company (excluding a sole proprietorship) that has 10 or more full-time employees for goods or services unless the contract contains a written verification from the company that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. (TEX. GOV'T CODE Ch. 2270). Accordingly, this certification form is included to the extent required by law.

"Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes. TEX. GOV'T CODE §808.001(1).

By signature on the Compliance Forms Signature Page, to the extent applicable, I certify and verify that Vendor does not boycott Israel and will not boycott Israel during the term of any contract awarded under this Proposal Invitation, that this certification is true, complete and accurate, and that I am authorized by my company to make this certification.

NO EXCLUDED NATION OR FOREIGN TERRORIST ORGANIZATION CERTIFICATION

Chapter 2252 of the Texas Government Code provides that a Texas governmental entity may not enter into a contract with a company engaged in active business operations with Sudan, Iran, or a foreign terrorist organization – specifically, any company identified on a list prepared and maintained by the Texas Comptroller under Texas Government Code §§806.051, 807.051, or 2252.153. (A company that the U.S. Government affirmatively declares to be excluded from its federal sanctions regime relating to Sudan, Iran, or any federal sanctions regime relating to a foreign terrorist organization is not subject to the contract prohibition.)

By signature on the Compliance Forms Signature Page, I certify and verify that Vendor is not on the Texas Comptroller's list identified above; that this certification is true, complete and accurate; and that I am authorized by my company to make this certification.

HISTORICALLY UNDERUTILIZED BUSINESS CERTIFICATION

A Proposer that has been certified as a Historically Underutilized Business (also known as a Minority/Women Business Enterprise or "MWBE" and all referred to in this form as a "HUB") is encouraged to indicate its HUB certification status when responding to this Proposal Invitation. The BuyBoard website will indicate HUB certifications for awarded Vendors that properly indicate and document their HUB certification on this form. Please check (√) all that apply:

☐ I certify that my company has been certified as a HUB in the following categories:

- ☐ **Minority Owned Business**
- ☐ **Women Owned Business**
- ☐ **Service-Disabled Veteran Owned Business (veteran defined by 38 U.S.C. §101(2), who has a service-connected disability as defined by 38 U.S.C. § 101(16), and who has a disability rating of 20% or more as determined by the U. S. Department of Veterans Affairs or Department of Defense)**

Certification Number: _____

Name of Certifying Agency: _____

☒ My company has **NOT** been certified as a HUB.

Initial: WD

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ACKNOWLEDGEMENT OF BUYBOARD TECHNICAL REQUIREMENTS

Vendor shall review the BuyBoard Technical Requirements included in this Proposal Invitation. By signature on the Compliance Forms Signature Page, the undersigned affirms that Proposer has obtained a copy of the BuyBoard Technical Requirements, has read and understands the requirements, and certifies that Vendor is able to meet and will comply with those requirements except as follows: *[List and explain BuyBoard Technical Requirements, if any, to which your company **cannot** or will **not** comply.]*

Note: In accordance with the General Terms and Conditions of the Contract, to the extent Vendor is awarded a Contract under this Proposal Invitation but is unable or unwilling to meet the applicable BuyBoard Technical Requirements, the information available on the BuyBoard for Vendor's awarded products or services may be limited, potentially placing Vendor at a disadvantage and impacting the ability of Cooperative members to search, find, review, and purchase Vendor's awarded products and services on the BuyBoard website. Further, to the extent Vendor has acknowledged ability to meet and comply with the BuyBoard Technical Requirements, any subsequent failure or refusal by Vendor to promptly provide information upon request to the Cooperative administrator in accordance with those technical requirements may be deemed an event of default under the Contract.

CONSTRUCTION-RELATED GOODS AND SERVICES AFFIRMATION

The Cooperative issued the BuyBoard Procurement and Construction-Related Goods and Services Advisory for Texas Members ("Advisory"), which provides information specifically relevant to the procurement of construction-related goods and services by Texas Cooperative members. The Advisory, available at buyboard.com/Vendor/Resources.aspx, provides an overview of certain legal requirements that are potentially relevant to a Cooperative member's procurement of construction or construction-related goods and services, including those for projects that may involve or require architecture, engineering or independent testing services. A copy of the Advisory can also be provided upon request. Because many BuyBoard contracts include goods or installation services that might be considered construction-related, Proposer must make this Construction Related-Goods and Services Affirmation regardless of type of goods or services associated with this Proposal Invitation.

A contract awarded under this Proposal Invitation covers only the specific goods and/or services awarded by the Cooperative. As explained in the Advisory ("Advisory"), **Texas law prohibits the procurement of architecture or engineering services through a purchasing cooperative. This Proposal Invitation and any Contract awarded thereunder does not include such services. Architecture or engineering services must be procured by a Cooperative member separately, in accordance with the Professional Services Procurement Act (Chapter 2254 of the Texas Government Code) and other applicable law and local policy.**

By signature on the Compliance Forms Signature Page, Proposer affirms that Proposer has obtained a copy of the Advisory, has read and understands the Advisory, and is authorized by Proposer to make this affirmation. If Proposer sells construction-related goods or services to a Cooperative member under a Contract awarded under this Proposal Invitation, Proposer will comply with the Advisory and applicable legal requirements, make a good faith effort to make its Cooperative member customers or potential Cooperative member customers aware of such requirements, and provide a Cooperative member with a copy of the Advisory before accepting the member's Purchase Order or other agreement for construction-related goods or services.

Initial: WD

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DEVIATION AND COMPLIANCE

If your company intends to deviate from the General Terms and Conditions, Proposal Specifications or other requirements associated with this Proposal Invitation, you MUST list all such deviations on this form, and provide complete and detailed information regarding the deviations on this form or an attachment to this form. **Prior to completing this form, Vendor shall review the General Terms and Conditions section B.4 (Deviations from Item Specifications and General Terms and Conditions). Please note that, as provided in section B.4, certain provisions of the General Terms and Conditions are NOT subject to deviation, and certain deviations will be deemed rejected without further action by the Cooperative. Any attempted deviation, whether directly or indirectly, to provisions identified in this Proposal Invitation as not subject to deviation shall be deemed rejected by the Cooperative and, unless otherwise withdrawn by Vendor, may result in Vendor's Proposal being rejected in its entirety.**

The Cooperative will consider any deviations in its contract award decision and reserves the right to accept or reject a proposal based upon any submitted deviation.

In the absence of any deviation identified and described in accordance with the above, your company must fully comply with the General Terms and Conditions, Proposal Specifications and all other requirements associated with this Proposal Invitation if awarded a Contract under this Proposal Invitation. A deviation will not be effective unless accepted by the Cooperative. The Cooperative, by and through the Cooperative administrator, may, in its sole discretion, seek clarification from and/or communicate with Proposer(s) regarding any submitted deviation, consistent with general procurement principles of fair competition. The Cooperative reserves the right to accept or reject a Proposal based upon any submitted deviation.

Please check (√) one of the following:

☒ **No**; Deviations
☐ **Yes**; Deviations

List and fully explain any deviations you are submitting:

_____

_____

_____

_____

_____

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_____

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_____

Initial: WD

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VENDOR CONSENT FOR NAME BRAND USE

BuyBoard members seeking to make purchases using a Contract awarded under this Proposal Invitation may view information regarding awarded Vendors, including but not limited to product catalogs, pricelists, pricing, and Proposals, through the BuyBoard website. To improve and enhance the experience of BuyBoard members seeking to procure goods and services under the Contract utilizing the BuyBoard website, any Vendor logo, product images, and similar brand and trademark information provided by Vendor for purposes of the Contract ("Vendor Information") may be posted on the BuyBoard website.

You acknowledge that, by submitting your Proposal, unless you specifically opt out below, you consent to use of your company's Vendor Information on the BuyBoard website if awarded a Contract. You further acknowledge that whether, where, and when to include the Vendor Information on the BuyBoard website shall be at the sole discretion of the BuyBoard Administrator. Vendor retains, however, the right of general quality control over the BuyBoard Administrator's authorized display of proprietary Vendor Information. Neither the BuyBoard nor its administrator will be responsible for the use or distribution of Vendor Information by BuyBoard members or any other third party using the BuyBoard website. This Vendor Consent shall be effective for the full term of the Contract, including renewals, unless Vendor provides a signed, written notice revoking consent to contractadmin@buyboard.com. BuyBoard shall have up to thirty days from the date of receipt of a termination or revocation of a Vendor Consent to remove Vendor information from the BuyBoard website.

This Vendor Consent is subject to the Terms and Conditions of the Contract, including, but not limited to, those terms pertaining to Disclaimer of Warranty and Limitation of Liability, Indemnification, and Intellectual Property Infringement.

Vendor logo files must be submitted in one of the formats set forth in the BuyBoard Technical Requirements. Proposers are requested to submit this information with Vendor's Proposal. (This consent shall not authorize use of your company's Vendor Information by BuyBoard if your company is not awarded a Contract.)

OPT OUT:

If your company wishes to opt out of the Vendor Consent for Name Brand Use, you must check the opt out box below. ***DO NOT select this box unless your company is opting out of this Vendor Consent for Name Brand Use.***

☐ By checking this box, Vendor hereby declines to provide consent for use of Vendor Information (as defined herein) on the BuyBoard website. **By opting out, Vendor acknowledges and agrees that, if Vendor is awarded a Contract under this Proposal Invitation, information available on the BuyBoard for Vendor's awarded products or services may be limited, potentially placing Vendor at a disadvantage and impacting the ability of Cooperative members to search, find, review, and purchase Vendor's awarded products and services on the BuyBoard website.**

Initial: WD_____

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CONFIDENTIAL / PROPRIETARY INFORMATION

A. Public Disclosure Laws

All Proposals, forms, documentation, catalogs, pricelists, or other materials submitted by Vendor to the Cooperative in response to this Proposal Invitation, may be subject to the disclosure requirements of the Texas Public Information Act (Texas Government Code chapter 552.001, *et. seq.*) or similar disclosure law. Proposer must clearly identify on this form any information in its Proposal (including forms, documentation, or other materials submitted with the Proposal) that Proposer considers proprietary or confidential. If Proposer fails to properly identify the information, the Cooperative shall have no obligation to notify Vendor or seek protection of such information from public disclosure should a member of the public or other third party request access to the information under the Texas Public Information Act or similar disclosure law. When required by the Texas Public Information Act or other disclosure law, Proposer may be notified of any third-party request for information in a Proposal that Proposer has identified in this form as proprietary or confidential.

Does your Proposal (including forms, documentation, catalogs, pricelists, or other materials submitted with the Proposal) contain information which Vendor considers proprietary or confidential?

Please check (√) one of the following:

☒ **NO**, I certify that none of the information included with this Proposal is considered confidential or proprietary.

☐ **YES**, I certify that this Proposal contains information considered confidential or proprietary and all such information is specifically identified on this form.

If you responded "YES", you must clearly identify below the specific information you consider confidential or proprietary. List each page number, form number, or other information sufficient to make the information readily identifiable. The Cooperative and Cooperative administrator shall not be responsible for a Proposer's failure to clearly identify information considered confidential or proprietary. Further, by submitting a Proposal, Proposer acknowledges that the Cooperative and Cooperative administrator will disclose information when required by law, even if such information has been identified herein as information Vendor considers confidential or proprietary.

Confidential / Proprietary Information:

_____

_____

_____

_____

_____

(Attach additional sheets if needed.)

Initial: WD

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B. Copyright Information

Does your Proposal (including forms, documentation, pricelists, catalogs, or other materials submitted with the Proposal) contain copyright information?

Please check (√) one of the following:

☒ **NO,** Proposal (including forms, documentation, pricelists, catalogs, or other materials submitted with the Proposal) does not contain copyright information.

☐ **YES,** Proposal (including forms, documentation, pricelists, catalogs, or other materials submitted with the Proposal) does contain copyright information.

If you responded "YES", clearly identify below the specific documents or pages containing copyright information.

Copyright Information: _____

_____

_____

(Attach additional sheets if needed.)

C. Consent to Release Confidential/Proprietary/Copyright Information to BuyBoard Members

BuyBoard members (Cooperative and nonprofit members) seeking to make purchases through the BuyBoard may wish to view information included in the Proposals of awarded Vendors. If you identified information on this form as confidential, proprietary, or subject to copyright, and you are awarded a BuyBoard contract, your acceptance of the BuyBoard contract award constitutes your consent to the disclosure of such information to BuyBoard members, including posting of such information on the secure BuyBoard website for members. Note: Neither the Cooperative nor Cooperative administrator will be responsible for the use or distribution of information by BuyBoard members or any other party.

D. Consent to Release Proposal Tabulation

Notwithstanding anything in this Confidential/Proprietary Information form to the contrary, by submitting a Proposal, Vendor consents and agrees that, upon Contract award, the Cooperative may publicly release, including posting on the public BuyBoard website, a copy of the proposal tabulation and award information for the Contract including Vendor name; proposed catalog/pricelist name(s); proposed percentage discount(s), hourly labor rate(s), or other specified pricing; and Vendor award or non-award information.

Initial: WD_____

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EDGAR VENDOR CERTIFICATION

(2 CFR Part 200 and Appendix II)

When a Cooperative member seeks to procure goods and services using funds under a federal grant or contract, specific federal laws, regulations, and requirements may apply in addition to those under state law. This includes, but is not limited to, the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 CFR 200 (sometimes referred to as the "Uniform Guidance" or new "EDGAR"). All Vendors submitting a Proposal must complete this EDGAR Certification Form regarding Vendor's willingness and ability to comply with certain requirements which ***may*** be applicable to specific Cooperative member purchases using federal grant funds. Completed forms will be made available to Cooperative members for their use while considering their purchasing options when using federal grant funds. Cooperative members may also require Vendors to enter into ancillary agreements, in addition to the terms and conditions of the BuyBoard contract, to address the member's specific contractual needs, including contract requirements for a procurement using federal grants or contracts.

For <u>each</u> of the items below, Vendor should certify Vendor's agreement and ability to comply, where applicable, by having Vendor's authorized representative check the applicable boxes, initial each page, and sign the Compliance Forms Signature Page. If you fail to complete any item in this form, the Cooperative will consider and may list the Vendor's response on the BuyBoard as "NO," the Vendor is unable or unwilling to comply. A "NO" response to any of the items may, if applicable, impact the ability of a Cooperative member to purchase from the Vendor using federal funds.

1. Vendor Violation or Breach of Contract Terms:

Contracts for more than the simplified acquisition threshold, which is the inflation adjusted amount determined by the Civilian Agency Acquisition Council and the Defense Acquisition Regulations Council (Councils) as authorized by 41 USC 1908, must address administrative, contractual, or legal remedies in instances where contractors violate or breach contract terms, and provide for such sanctions and penalties as appropriate.

Provisions regarding Vendor default are included in the BuyBoard General Terms and Conditions, including Section E.18, Remedies for Default and Termination of Contract. Any Contract award will be subject to such BuyBoard General Terms and Conditions, as well as any additional terms and conditions in any Purchase Order or Cooperative member ancillary contract agreed upon by Vendor and the Cooperative member which must be consistent with and protect the Cooperative member at least to the same extent as the BuyBoard Terms and Conditions. The remedies under the Contract are in addition to any other remedies that may be available under law or in equity. By submitting a Proposal, you agree to these Vendor violation and breach of contract terms.

■ **YES**, I agree. ☐ **NO**, I do not agree.

2. Termination for Cause or Convenience:

For any Cooperative member purchase or contract in excess of $10,000 made using federal funds, you agree that the following term and condition shall apply:

The Cooperative member may terminate or cancel any Purchase Order under this Contract at any time, with or without cause, by providing seven (7) business days advance written notice to the Vendor. If this Agreement is terminated in accordance with this Paragraph, the Cooperative member shall only be required to pay Vendor for goods or services delivered to the Cooperative member prior to the termination and not otherwise returned in accordance with Vendor's return policy. If the Cooperative member has paid Vendor for goods or services not yet provided as of the date of termination, Vendor shall immediately refund such payment(s).

If an alternate provision for termination of a Cooperative member purchase for cause and convenience, including the manner by which it will be effected and the basis for settlement, is included in the Cooperative member's Purchase Order or ancillary agreement agreed to by the Vendor, the Cooperative member's provision shall control.

■ **YES**, I agree. ☐ **NO**, I do not agree. **Initial:** WD

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3. Equal Employment Opportunity:
Except as otherwise provided under 41 CFR Part 60, all Cooperative member purchases or contracts that meet the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 shall be deemed to include the equal opportunity clause provided under 41 CFR 60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 CFR Part, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 CFR Part 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor."

The equal opportunity clause provided under 41 CFR 60-1.4(b) is hereby incorporated by reference. Vendor agrees that such provision applies to any Cooperative member purchase or contract that meets the definition of "federally assisted construction contract" in 41 CFR Part 60-1.3 and Vendor agrees that it shall comply with such provision.

■ **YES**, I agree. ☐ **NO**, I do not agree.

4. Davis-Bacon Act:
When required by Federal program legislation, Vendor agrees that, for all Cooperative member prime construction contracts/purchases in excess of $2,000, Vendor shall comply with the Davis-Bacon Act (40 USC 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 CFR Part 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, Vendor is required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determinate made by the Secretary of Labor. In addition, Vendor shall pay wages not less than once a week.

Current prevailing wage determinations issued by the Department of Labor are available at beta.sam.gov. Vendor agrees that, for any purchase to which this requirement applies, the award of the purchase to the Vendor is conditioned upon Vendor's acceptance of the wage determination.

Vendor further agrees that it shall also comply with the Copeland "Anti-Kickback" Act (40 USC 3145), as supplemented by Department of Labor regulations (29 CFR Part 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled.

■ **YES**, I agree. ☐ **NO**, I do not agree.

5. Contract Work Hours and Safety Standards Act:
Where applicable, for all Cooperative member contracts or purchases in excess of $100,000 that involve the employment of mechanics or laborers, Vendor agrees to comply with 40 USC 3702 and 3704, as supplemented by Department of Labor regulations (29 CFR Part 5). Under 40 USC 3702 of the Act, Vendor is required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week.

The requirements of 40 USC 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence.

■ **YES**, I agree. ☐ **NO**, I do not agree.

Initial: WD____

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6. Right to Inventions Made Under a Contract or Agreement:
If the Cooperative member's Federal award meets the definition of "funding agreement" under 37 CFR 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance or experimental, developmental, or research work under that "funding agreement," the recipient or subrecipient must comply with the requirements of 37 CFR Part 401, "Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements," and any implementing regulations issued by the awarding agency.

Vendor agrees to comply with the above requirements when applicable.

■ **YES**, I agree. ☐ **NO**, I do not agree.

7. Clean Air Act and Federal Water Pollution Control Act:
Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act (33 USC 1251-1387), as amended – Contracts and subgrants of amounts in excess of $150,000 must contain a provision that requires the non-Federal award to agree to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act (42 USC 7401-7671q.) and the Federal Water Pollution Control Act, as amended (33 USC 1251-1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA).

When required, Vendor agrees to comply with all applicable standards, orders, or regulations issued pursuant to the Clean Air Act and the Federal Water Pollution Control Act.

■ **YES**, I agree. ☐ **NO**, I do not agree.

8. Debarment and Suspension:
Debarment and Suspension (Executive Orders 12549 and 12689) – A contract award (see 2 CFR 180.220) must not be made to parties listed on the government-wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 CFR 180 that implement Executive Orders 12549 (3 CFR Part 1966 Comp. p. 189) and 12689 (3 CFR Part 1989 Comp. p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549.

Vendor certifies that Vendor is not currently listed on the government-wide exclusions in SAM, is not debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor further agrees to immediately notify the Cooperative and all Cooperative members with pending purchases or seeking to purchase from Vendor if Vendor is later listed on the government-wide exclusions in SAM, or is debarred, suspended, or otherwise excluded by agencies or declared ineligible under statutory or regulatory authority other than Executive Order 12549.

■ **YES**, I agree. ☐ **NO**, I do not agree.

9. Byrd Anti-Lobbying Amendment:
Byrd Anti-Lobbying Amendment (31 USC 1352) - Vendors that apply or bid for an award exceeding $100,000 must file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Each tier must also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the non-Federal award. As applicable, Vendor agrees to file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 USC 1352).

■ **YES**, I agree. ☐ **NO**, I do not agree.

Initial: WD____

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10. Procurement of Recovered Materials:
For Cooperative member purchases utilizing Federal funds, Vendor agrees to comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act where applicable and provide such information and certifications as a Cooperative member may require to confirm estimates and otherwise comply. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery, and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

■ **YES**, I agree. ☐ **NO**, I do not agree.

11. Domestic Preferences for Procurements:
Where appropriate and consistent with law, 2 CFR §200.322 contains certain considerations for domestic preferences for procurements which may be applicable to Cooperative members using federal funds. When required by a Cooperative member, Vendor agrees to provide such information or certification as may reasonably be requested by the Cooperative member regarding Vendor's products, including whether goods, products, or materials are produced in the United States.

■ **YES**, I agree. ☐ **NO**, I do not agree.

12. Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment
2 CFR §200.216 prohibits expending federal loan or grant funds to procure or obtain certain telecommunications and video surveillance services or equipment. To the extent applicable and when required by a Cooperative member, Vendor agrees to provide such information or certification as may reasonably be requested by the Cooperative member to confirm whether any telecommunications or video surveillance services or equipment provided by Vendor is covered equipment or covered services under 2 CFR §200.216.

■ **YES**, I agree. ☐ **NO**, I do not agree.

13. Profit as a Separate Element of Price:
For purchases using federal funds in excess of the Simplified Acquisition Threshold, a Cooperative member may be required to negotiate profit as a separate element of the price. See, 2 CFR 200.324(b). When required by a Cooperative member, Vendor agrees to provide information and negotiate with the Cooperative member regarding profit as a separate element of the price for a particular purchase. However, Vendor agrees that the total price, including profit, charged by Vendor to the Cooperative member shall not exceed the awarded pricing, including any applicable discount, under Vendor's Cooperative Contract.

■ **YES**, I agree. ☐ **NO**, I do not agree.

14. General Compliance and Cooperation with Cooperative Members:
In addition to the foregoing specific requirements, Vendor agrees, in accepting any Purchase Order from a Cooperative member, it shall make a good faith effort to work with Cooperative members to provide such information and to satisfy such requirements as may apply to a particular Cooperative member purchase or purchases including, but not limited to, applicable recordkeeping and record retention requirements.

■ **YES**, I agree. ☐ **NO**, I do not agree.

Initial: WD

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COMPLIANCE FORMS SIGNATURE PAGE

By initialing pages and by signature below, I certify that I have reviewed the following forms; that the information provided therein is true, complete, and accurate; and that I am authorized by my company to make all certifications, consents, acknowledgements, and agreements contained herein:

- Proposal Acknowledgements
- Felony Conviction Disclosure
- Debarment Certification
- Resident/Nonresident Certification
- Vendor Employment Certification
- No Israel Boycott Certification
- No Excluded Nation or Foreign Terrorist Organization Certification
- Historically Underutilized Business Certification
- Construction-Related Goods and Services Affirmation
- Acknowledgement of BuyBoard Technical Requirements
- Deviation and Compliance
- Vendor Consent for Name Brand Use
- Confidential/Proprietary Information
- EDGAR Vendor Certification

DACO FIRE EQUIPMENT

Company Name

Signature of Authorized Company Official

WESLEY DOBMEIER-PRESIDENT

Printed Name and Title

4-19-21

Date

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PROPOSAL FORMS PART 2: VENDOR INFORMATION FORMS

INSTRUCTIONS:

Proposer must completely and accurately provide all information requested in the following Vendor Information Forms or your Proposal may be rejected as non-responsive:

- Vendor Business Name
- Vendor Contact Information
- Federal and State/Purchasing Cooperative Experience
- Governmental References
- Company Profile
- Texas Regional Service Designation
- State Service Designation
- National Purchasing Cooperative Vendor Award Agreement *(Vendors serving outside Texas only)*
- Local/Authorized Seller Listings
- Manufacturer Dealer Designation
- Proposal Invitation Questionnaire
- Vendor Request to Self-Report BuyBoard Purchases *(Optional)*

To the extent any information requested is not applicable to your company, you must so indicate on the form.

VENDOR BUSINESS NAME

By submitting a Proposal, Vendor is seeking to enter into a legal contract with the Cooperative. As such, Vendor must be an individual or legal business entity capable of entering into a binding contract.

Name of Proposing Company: DACO FIRE EQUIPMENT, INC.

*(List the **legal** name of the company seeking to contract with the Cooperative. Do NOT list an assumed name, dba, aka, etc. here. Such information may be provided below. If you are submitting a joint proposal with another entity to provide the same proposed goods or services, each submitting entity should complete a separate vendor information form. Separately operating legal business entities, even if affiliated entities, which propose to provide goods or services separately must submit their own Proposals.)*

Please check (√) one of the following:

Type of Business: ☐ Individual/Sole Proprietor ■ Corporation ☐ Limited Liability Company ☐ Partnership

☐ Other (Specify: _____)

State of Incorporation (if applicable): TEXAS

Federal Employer Identification Number: 75-2794244

(Vendor must include a completed IRS W-9 form with their Proposal)

Name by which Vendor, if awarded, wishes to be identified on the BuyBoard: *(Note: If different than the Name of Proposing Company listed above, only valid trade names (dba, aka, etc.) of the Proposing Company may be used and a copy of your Assumed Name Certificate(s), if applicable, must be attached.)*

DACO FIRE EQUIPMENT

Form **W-9**
(Rev. October 2018)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

► **Go to *www.irs.gov/FormW9* for instructions and the latest information.**

Give Form to the requester. Do not send to the IRS.

Print or type. See **Specific Instructions** on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.

DACO FIRE EQUIPMENT

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only **one** of the following seven boxes.

☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☑ S Corporation ☐ Partnership ☐ Trust/estate

☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____

Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is **not** disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.

☐ Other (see instructions) ►

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):

Exempt payee code (if any) _____

Exemption from FATCA reporting code (if any) _____

(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.) See instructions.

P.O. BOX 5006

Requester's name and address (optional)

6 City, state, and ZIP code

LUBBOCK, TX 79408

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN,* later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number

			–			–				

or

Employer identification number

7	5	–	2	7	9	4	2	4	4

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here **Signature of U.S. person** ► Talisha Ofenstein **Date** ► 02/04/2021

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to *www.irs.gov/FormW9.*

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, *later.*

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VENDOR CONTACT INFORMATION

Proposal/Contract Contact:

Vendor Proposal/Contract Contact Name: DACO FIRE EQUIPMENT

Vendor Proposal/Contract Contact E-mail Address: wesley@dacofire.com

Vendor Contact Mailing Address for Proposal/Contract Notices: 6000 HUDDLESTON ST. HALTOM CITY, TX. 76137

Company Website: www.dacofire.com

Purchase Orders Contact Information: All Purchase Orders from Cooperative members will be available through the Internet. Vendors need Internet access and at least one e-mail address so that notification of new orders can be sent to the Internet contact when a new purchase order arrives. An information guide will be provided to Vendors to assist them with retrieving their orders.

Please select options below for receipt of Purchase Orders and provide the requested information:

☒ I will use the internet to receive Purchase Orders at the following address:

Purchase Order E-mail Address: wesley@dacofire.com

Purchase Order Contact: Wesley Dobmeier Phone: 817-281-4172

Alternate Purchase Order E-mail Address: garrett@dacofire.com

Alternate Purchase Order Contact: Garrett Dobmeier Phone: 806-763-0808

☐ Purchase Orders may be received by the Designated Dealer(s) identified on my company's Dealer Designation form as provided to the Cooperative administrator. I understand that my company shall remain responsible for the Contract and the performance of all Designated Dealers under and in accordance with the Contract.

Request for Quotes ("RFQ"): Cooperative members will send RFQs to you by e-mail. Please provide e-mail addresses for the receipt of RFQs:

RFQ E-mail Address: wesley@dacofire.com

RFQ Contact: Wesley Dobmeier Phone: 817-281-4172

Alternate RFQ E-mail Address: garrett@dacofire.com

Alternate RFQ Contact: Garrett Dobmeier Phone: 806-763-0808

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Invoices: Your company will be billed monthly for the service fee due under a Contract awarded under this Proposal Invitation. **All invoices are available on the BuyBoard website and e-mail notifications will be sent when they are ready to be retrieved**.

Please choose only one (1) of the following options for receipt of invoices and provide the requested information:

☒ Service fee invoices and related communications should be provided directly to my company at:

Invoice Mailing address: P.O. BOX 5006 **Department:** ACCOUNTING

City: LUBBOCK **State:** TX **Zip Code:** 79408

Contact Name: ACCOUNTING **Phone:** 806-763-0808

Invoice Fax: 806-763-9151 **Invoice E-mail Address:** accounting@dacofire.com

Alternative Invoice E-mail Address: wesley@dacofire.com

☐ In lieu of my company, I request and authorize all service fee invoices to be provided directly to the following billing agent**:

Billing Agent Mailing Address: _____ **Department:** _____

City: _____ **State:** _____ **Zip Code:** _____

Billing Agent Contact Name: _____ **Phone:** _____

Billing Agent Fax: _____ **Billing Agent E-mail Address:** _____

Alternative Billing Agent E-mail Address: _____

*** If Vendor authorizes a billing agent to receive and process service fee invoices, in accordance with the General Terms and Conditions of the Contract, Vendor specifically acknowledges and agrees that nothing in that designation shall relieve Vendor of its responsibilities and obligations under the Contract including, but not limited to, payment of all service fees under any Contract awarded Vendor.*

PLEASE PROVIDE THE FOLLOWING INFORMATION:

1. Shipping Via: ☒ Common Carrier ☐ Company Truck ☐ Prepaid and Add to Invoice ☐ Other: _____

2. Payment Terms: *(Note: Vendor payment terms must comply with the BuyBoard General Terms and Conditions and the Texas Prompt Payment Act (Texas Government Code Ch. 2251).):* NET 30 ON MOST ITEMS. NET DELIVERY ON VEHICHLES

3. Vendor's Internal/Assigned Reference/Quote Number (optional): _____

4. State or attach your return policy. (Note: Only return requirements and processes will be deemed part of Vendor's return policy. Any unrelated contract terms, terms of sale, or other information not specifically related to return requirements and processes included in Vendor's return policy shall not apply to any awarded Contract unless specifically included as a deviation in the Deviation and Compliance Form and accepted by the Cooperative): SUBJECT TO RESTOCKING FEE OF 20%

5. Are electronic payments acceptable? ☒ Yes ☐ No 6. Are credit card payments acceptable? ☐ Yes ☐ No

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FEDERAL AND STATE / PURCHASING COOPERATIVE EXPERIENCE

The Cooperative strives to provide Cooperative members with the best services and products at the best prices available from Vendors with the technical resources and ability to serve Cooperative members. Please respond to the following questions.

1. Provide the dollar value of sales to or through purchasing cooperatives at or based on an established catalog or market price during the previous 12-month period or the last fiscal year: $ 1-3 million. (The period of the 12-month period is JAN. 1 / DEC. 31). In the event that a dollar value is not an appropriate measure of the sales, provide and describe your own measure of the sales of the item(s).

2. By submitting a proposal, you agree that, based on your written discounting policies, the discounts you offer the Cooperative are equal to or better than the best price you offer other purchasing cooperatives for the same items under equivalent circumstances.

3. Provide the information requested below for other purchasing cooperatives for which Proposer currently serves, or in the past has served, as an awarded vendor. Rows should be added to accommodate as many purchasing cooperatives as required.

PURCHASING GROUP	CURRENT VENDOR? (Y/N)	FORMER VENDOR (Y/N)? – IF YES, LIST YEARS AS VENDOR	AWARDED COMMODITY CATEGORY(IES)
1. Federal General Services Administration			
2. T-PASS (State of Texas)			
3. OMNIA Partners			
4. Sourcewell (NJPA)			
5. E&I Cooperative			
6. Houston-Galveston Area Council (HGAC)	Y	30 YEARS	FIRE APPARATUS-AMBULANCES-
7. Choice Partners			
8. The Interlocal Purchasing System (TIPS)	Y	2 YEARS	FIRE APPARATUS
9. Other			

☐ **MY COMPANY DOES NOT CURRENTLY HAVE ANY OF THE ABOVE OR SIMILAR TYPE CONTRACTS.**

CURRENT BUYBOARD VENDORS

If you are a current BuyBoard vendor in the same contract category as proposed in this Proposal Invitation, indicate the discount for your current BuyBoard contract and the proposed discount in this Proposal. Explain any difference between your current and proposed discounts.

Current Discount (%): 0 **Proposed Discount (%):** 0

Explanation: _____

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GOVERNMENTAL REFERENCES

For your Proposal to be considered, you must supply a minimum of five (5) individual governmental entity references. The Cooperative may contact any and all references provided as part of the Proposal evaluation. Provide the information requested below, including the existing pricing/discounts you offer each customer. The Cooperative may determine whether pricing/discounts are fair and reasonable by comparing pricing/discounts stated in your Proposal with the pricing/discounts you offer other governmental customers. Attach additional pages if necessary.

	Entity Name	Contact	Phone #	Email Address	Discount	Quantity / Volume
1.	CITY OF FORT WORTH	JOSEFINA ELIZONDO	817-392-3493	Josefina.Elizondo@fortworthtexas.gov	10-20%	5-20+
2.	CITY OF LUBBOCK	RAUL SALAZAR	806-775-3000	RSalazar@mail.ci.lubbock.tx.us	10-20%	5-20+
3.	CITY OF PLANO	DANIEL MOORE	972-769-4874	Danielmo@plano.gov	10-20%	5-20+
4.	CITY OF HALTOM CITY	FRED KNAPP	817-222-7140	fnapp@haltomcitytx.com	10-20%	5-20+
5.	CITY OF WYLIE	GLENNA HAYES	972-516-6140	purchasing@wylietexas.gov	10-20%	5-20+

Do you ever modify your written policies or standard governmental sales practices as identified in the above chart to give better discounts (lower pricing) than indicated? **YES** ☐ **NO** ■ If YES, please explain:

_____

_____

_____

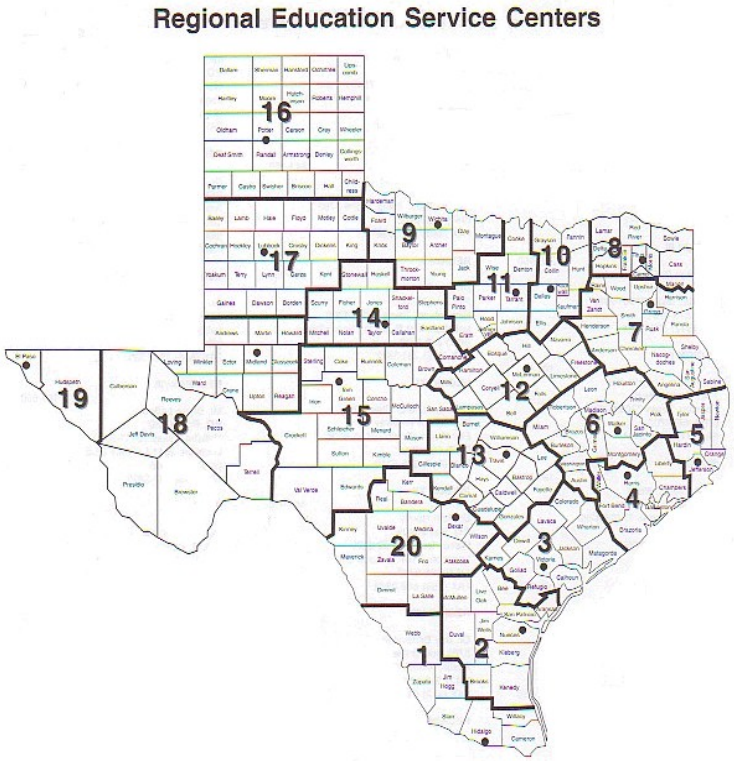
COMPANY PROFILE

Information on awarded Cooperative Contracts is available to Cooperative Members on the BuyBoard website. If your company is awarded a Contract under this Proposal Invitation, please provide a brief company description that you would like to have included with your company profile on the BuyBoard website. **Submit your company profile in a separate file, in Word format, with your Proposal**. (Note: Vendor is solely responsible for any content provided for inclusion on the BuyBoard website. The Cooperative reserves the right to exclude or remove any content in its sole discretion, with or without prior notice, including but not limited to any content deemed by the Cooperative to be inappropriate, irrelevant to the Contract, inaccurate, or misleading.)

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TEXAS REGIONAL SERVICE DESIGNATION

The Cooperative (referred to as "Texas Cooperative" in this form and in the State Service Designation form) offers vendors the opportunity to service its members throughout the entire State of Texas. If you do not plan to service all Texas Cooperative members statewide, you **must** indicate the specific regions you will service on this form. If you propose to serve different regions for different products or services included in your Proposal, you must complete and submit a separate Texas Regional Service Designation form for each group of products and clearly indicate the products or services to which the designation applies. ***By designating a region or regions, you are certifying that you are authorized and willing to provide the proposed products and services in those regions. Designating regions in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your Proposal or, if awarded, termination of your Contract.*** Additionally, if you do not plan to service Texas Cooperative members (i.e., if you will service only states other than Texas), you must so indicate on this form.



DACO FIRE EQUIPMENT

Company Name

☒ **I will service Texas Cooperative members statewide.**

☐ **I will not service Texas Cooperative members statewide. I will only service members in the regions checked below:**

Region and Headquarters

☐ 1 Edinburg
☐ 2 Corpus Christi
☐ 3 Victoria
☐ 4 Houston
☐ 5 Beaumont
☐ 6 Huntsville
☐ 7 Kilgore
☐ 8 Mount Pleasant
☐ 9 Wichita Falls
☐ 10 Richardson
☐ 11 Fort Worth
☐ 12 Waco
☐ 13 Austin
☐ 14 Abilene
☐ 15 San Angelo
☐ 16 Amarillo
☐ 17 Lubbock
☐ 18 Midland
☐ 19 El Paso
☐ 20 San Antonio

☐ I will not service members of the Texas Cooperative.

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STATE SERVICE DESIGNATION

As set forth in the Proposal Invitation, it is the Cooperative's intent that other governmental entities in the United States have the opportunity to purchase goods or services awarded under the Contract, subject to applicable state law, through a piggy-back award or similar agreement through the National Purchasing Cooperative BuyBoard. If you plan to service the entire United States or only specific states, you must complete this form accordingly. *(Note: If you plan to service Texas Cooperative members, be sure that you complete the Texas Regional Service Designation form.)* ***In addition to this form, to be considered for a piggy-back award by the National Purchasing Cooperative, you must have an authorized representative sign the National Purchasing Cooperative Vendor Award Agreement that follows this form.***

If you serve different states for different products or services included in your Proposal, you must complete and submit a separate State Service Designation form for each group of products and clearly indicate the products or services to which the designation applies. ***By designating a state or states, you are certifying that you are authorized and willing to provide the proposed products and services in those states. Designating states in which you are either unable or unwilling to provide the specified products and services shall be grounds for either rejection of your Proposal or, if awarded, termination of your Contract.***

Please check (√) all that apply:

☐ I will service all states in the United States.

☒ I will not service all states in the United States. I will service only the states checked below:

- ☐ Alabama
- ☐ Alaska
- ☐ Arizona
- ☐ Arkansas
- ☐ California (Public Contract Code 20118 & 20652)
- ☐ Colorado
- ☐ Connecticut
- ☐ Delaware
- ☐ District of Columbia
- ☐ Florida
- ☐ Georgia
- ☐ Hawaii
- ☐ Idaho
- ☐ Illinois
- ☐ Indiana
- ☐ Iowa
- ☐ Kansas
- ☐ Kentucky
- ☐ Louisiana
- ☐ Maine
- ☐ Maryland
- ☐ Massachusetts
- ☐ Michigan
- ☐ Minnesota
- ☐ Mississippi
- ☐ Missouri
- ☐ Montana
- ☐ Nebraska
- ☐ Nevada
- ☐ New Hampshire
- ☐ New Jersey
- ☒ New Mexico
- ☐ New York
- ☐ North Carolina
- ☐ North Dakota
- ☐ Ohio
- ☒ Oklahoma
- ☐ Oregon
- ☐ Pennsylvania
- ☐ Rhode Island
- ☐ South Carolina
- ☐ South Dakota
- ☐ Tennessee
- ☒ Texas
- ☐ Utah
- ☐ Vermont
- ☐ Virginia
- ☐ Washington
- ☐ West Virginia
- ☐ Wisconsin
- ☐ Wyoming

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NATIONAL PURCHASING COOPERATIVE VENDOR AWARD AGREEMENT

In accordance with the Terms and Conditions associated with this Proposal Invitation, a contract awarded under this Proposal Invitation may be "piggy-backed" by another governmental entity. The National Purchasing Cooperative is an intergovernmental purchasing cooperative formed by certain school districts outside of Texas to serve its members throughout the United States. If you agree to be considered for a piggy-back award by the National Purchasing Cooperative, you agree to the following terms and agree to serve National Purchasing Cooperative members in the states you have indicated on the State Service Designation form, in your Proposal.

By signing this form, Proposer (referred to in this Agreement as "Vendor") agrees as follows:

1. Vendor acknowledges that if The Local Government Purchasing Cooperative ("Texas Cooperative") awards Vendor a contract under this Proposal Invitation ("Underlying Award"), the National Purchasing Cooperative ("National Cooperative") may - but is not required to - "piggy-back" on or re-award all or a portion of that Underlying Award ("Piggy-Back Award"). By signing this National Cooperative Vendor Award Agreement ("Agreement"), Vendor accepts and agrees to be bound by any such Piggy-Back Award as provided for herein.

2. In the event National Cooperative awards Vendor a Piggy-Back Award, the National Cooperative Administrator ("BuyBoard Administrator") will notify Vendor in writing of such Piggy-Back Award, which award shall commence on the effective date stated in the Notice and end on the expiration date of the Underlying Award, subject to annual renewals as authorized in writing by the BuyBoard Administrator. Vendor agrees that no further signature or other action is required of Vendor in order for the Piggy-Back Award and this Agreement to be binding upon Vendor. Vendor further agrees that no interlineations or changes to this Agreement by Vendor will be binding on National Cooperative, unless such changes are agreed to by its BuyBoard Administrator in writing.

3. Vendor agrees that it shall offer its goods and services to National Cooperative members at the same unit pricing and same general terms and conditions, subject to applicable state laws in the state of purchase, as required by the Underlying Award. However, nothing in this Agreement prevents Vendor from offering National Cooperative members better (i.e., lower) competitive pricing and more favorable terms and conditions than those in the Underlying Award.

4. Vendor hereby agrees and confirms that it will serve those states it has designated on the State Service Designation Form of this Proposal Invitation. Any changes to the states designated on the State Service Designation Form must be approved in writing by the BuyBoard Administrator.

5. Vendor agrees to pay National Cooperative the service fee provided for in the Underlying Award based on the amount of purchases generated from National Cooperative members through the Piggy-Back Award. Vendor shall remit payment to National Cooperative on such schedule as it specifies (which shall not be more often than monthly). Further, upon request, Vendor shall provide National Cooperative with copies of all purchase orders generated from National Cooperative members, vendor invoices, and/or such other documentation regarding those purchase orders as the Cooperative's administrators may require in their reasonable discretion for purposes of reviewing and verifying purchase activity. Vendor further agrees that National Cooperative shall have the right, upon reasonable written notice, to review Vendor's records pertaining to purchases made by National Cooperative members in order to verify the accuracy of service fees.

6. Vendor agrees that the Underlying Award, including its General Terms and Conditions, are adopted by reference to the fullest extent such provisions can reasonably apply to the post-proposal/contract award phase. The rights and responsibilities that would ordinarily inure to the Texas Cooperative pursuant to the Underlying Award shall inure to National Cooperative; and, conversely, the rights and responsibilities that would ordinarily inure to Vendor in the Underlying Award shall inure to Vendor in this Agreement. Vendor recognizes and agrees that Vendor and National Cooperative are the only parties to this Agreement, and that nothing in this Agreement has application to other third parties, including the Texas Cooperative. In the event of conflict between this Agreement and the terms of the Underlying Award, the terms of this Agreement shall control, and then only to the extent necessary to reconcile the conflict.

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7. This Agreement shall be governed and construed in accordance with the laws of the State of Rhode Island and venue for any dispute shall lie in the federal district court of Alexandria, Virginia.

8. Vendor acknowledges and agrees that the award of a Piggy-Back Award is within the sole discretion of National Cooperative, and that this Agreement does not take effect unless and until National Cooperative awards Vendor a Piggy-Back Award and the BuyBoard Administrator notifies Vendor in writing of such Piggy-Back Award as provided for herein.

WHEREFORE, by signing below Vendor agrees to the foregoing and warrants that it has the authority to enter into this Agreement.

DACO FIRE EQUIPMENT	651-21
Name of Vendor	Proposal Invitation Number
	WESLEY DOBMEIER
Signature of Authorized Company Official	Printed Name of Authorized Company Official

4-21-21

Date

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LOCATION/AUTHORIZED SELLER LISTINGS

If you have more than one location/authorized seller that will service a Contract awarded under this Proposal Invitation, please list each location/authorized seller below. If additional sheets are required, please duplicate this form as necessary. NOTE: Awarded Vendors shall remain responsible for all aspects of the Contract, including processing of Purchase Orders, and shall be responsible for the performance of all locations and authorized sellers under and in accordance with the Contract. ***If you are a product manufacturer and wish to designate Designated Dealers as defined in the General Terms and Conditions to receive Cooperative member Purchase Orders on your behalf, you must complete the Manufacturer Designated Dealer form.***

Location/Authorized Seller Name	**Contact Person**	**Contact Information** (Mailing Address, Phone, Fax, Email)

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MANUFACTURER DEALER DESIGNATION

If Vendor is a manufacturer that sells products through a dealer network and wishes to designate a dealer or multiple dealers ("Designated Dealers") to receive Cooperative member Purchase Orders on Vendor's behalf, you must complete this form for each dealer you wish to designate.

Regardless of any Designated Dealers submitted by Vendor, Vendor specifically agrees and acknowledges that any such designations are for Vendor's convenience only and shall not, if Vendor is awarded a Contract, relieve Vendor of any obligations under the Contract, including payment of Cooperative service fees on all Purchase Orders submitted to Vendor or any Designated Dealer. In accordance with the General Terms and Conditions, an awarded Vendor shall remain responsible and liable for all of its obligations under the Contract and the performance of both Vendor and any of Vendor's Designated Dealers under and in accordance with the Contract and remain subject to all remedies for default thereunder, including, but not limited to suspension and termination of Vendor's Contract for nonpayment of service fees.

If awarded, Vendor authorizes the Cooperative, in its sole discretion, to list any Vendor Designated Dealers in the BuyBoard system and to receive Purchase Orders directly from Cooperative members on behalf of Vendor. To the extent a Vendor with Designated Dealers receives a Purchase Order directly, it shall be the responsibility of Vendor to appropriately process such Purchase Order in accordance with the Contract, including but not limited to timely forwarding such Purchase Order to a Designated Dealer for processing.

The Cooperative reserves the right, in its sole discretion, to refuse addition of, or request removal of, any Designated Dealer, and Vendor agrees to immediately require such Designated Dealer to cease accepting Purchase Orders or otherwise acting on Vendor's behalf under the Contract. Further, the Cooperative administrator shall be authorized to remove or suspend any or all Designated Dealers from the BuyBoard at any time in its sole discretion.

If you wish to designate a dealer to service a contract awarded under this Proposal Invitation, please list the Designated Dealer below. If you wish to designate multiple dealers, please duplicate this form as necessary.

_____

Designated Dealer Name | Designated Dealer Contact Person

_____

Designated Dealer Address

_____ _____ _____

City | State | Zip

_____ _____

Phone Number | Fax Number

_____ _____

Email address | Designated Dealer Tax ID Number* **(*attach W-9)**

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PROPOSAL INVITATION QUESTIONNAIRE

The Cooperative will use your responses to the questions below in evaluating your Proposal and technical and financial resources to provide the goods and perform the services ("Work") under the BuyBoard contract contemplated by this Proposal Invitation ("Contract"). Proposers must fully answer each question, numbering your responses to correspond to the questions/numbers below. Proposers must complete below or attach your responses to this questionnaire and submit in one document with your Proposal. **You must submit the questionnaire and responses with your Proposal or the Proposal will not be considered.**

1. List the number of years Proposer has been in business and former business names (if applicable). Note whether your company is currently for sale or involved in any transaction that would significantly alter its business or result in acquisition by another entity.

59 YEARS DACO HAS BEEN IN BUSINESS-CURRENTLY THERE ARE NO PLANS TO SELL.

2. Describe the resources Proposer has to manage staff and successfully perform the Work contemplated under this Contract. State the number and summarize the experience of company personnel who may be utilized for the Work, including those who will be available to Cooperative members for assistance with project development, technical issues, and product selection for Work associated with this Contract.

DACO HAS 46 EMPLOYEES IN THE ORGINIZATION. THERE ARE (2) DESIGNATED EMPLOYEES THAT HANDLE CONTRACTS-WESLEY DOBMEIER 28 YEARS-GARRETT DOBMEIER 25 YEARS

3. **Marketing Strategy:** For your Proposal to be considered, you must submit the Marketing Strategy you will use if the Cooperative accepts all or part of your Proposal. *(Example: Explain how your company will initially inform Cooperative members of your BuyBoard Contract, and how you will continue to support the BuyBoard for the duration of the Contract term.)* Attach additional pages if necessary.

Daco Fire Equipment will add a dedicated page on our website, emphasizing cooperative purchasing groups, including BUY BOARD On this page you will find a link that directs the user to the BUY BOARD website.We use several social media platforms for marketing as well as email blasts, original content creation, promotional merchandising, ad space in both printed and digital publications and vendor provided content.

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4. Describe Proposer's financial capability to perform the Contract. State or describe the firm's financial strength and rating, bonding capacity, and insurance coverage limits. State whether the firm, or any of the firm's past or present owners, principal shareholders or stockholders, or officers, have been a debtor party to a bankruptcy, receivership, or insolvency proceeding in the last 7 years, and identify any such debtor party by name and relationship to or position with your firm.

DACO FIRE EQUIPMENT, INC. HAS BEEN IN BUSINESS SINCE 1962 SO FINANCIAL STRENGTH, RATING, AND BONDING HAS BEEN PROVEN.

Insurance coverages--1M general-2M general aggregate-2Mproducts-1M auto-4M umbrella- 1M workers comp-3M garage liability (can provide more information if needed)

DACO FIRE EQUIPMENT or its principals have never had bankruptcy, receivership, or insolvency Issues

5. Does your company have any outstanding financial judgments and/or is it currently in default on any loan or financing agreement? If so, provide detailed information on the nature of such items and prospects for resolution.

NONE

6. List all contracts, if any, in the last 10 years on which Proposer has defaulted, failed to complete or deliver the work, or that have been terminated for any reason. For each such contract, provide the project name, scope, value and date and the name of the procuring entity. Fully explain the circumstances of the default, failure to complete or deliver the work, or termination.

NONE

7. List all litigation or other legal proceedings (including arbitration proceedings), if any, in the last 10 years brought against your firm, or any of the firm's past or present owners, principal shareholders or stockholders, officers, agents or employees, that relate to or arise from a contract similar to this Contract or the Work contemplated under this Contract. Provide the style of the lawsuit or proceeding (name of parties and court or tribunal in which filed), nature of the claim, and resolution or current status.

NONE

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VENDOR REQUEST TO SELF-REPORT BUYBOARD PURCHASES

The General Terms and Conditions require that all Purchase Orders generated by or under any Contract awarded under this Proposal Invitation be processed through the BuyBoard and, except as expressly authorized in writing by the Cooperative administrator, Vendors are not authorized to process Purchase Orders received directly from Cooperative members that have not been processed through the BuyBoard or provided to the Cooperative. In accordance with this provision, Vendor may request authorization of the Cooperative administrator to self-report Cooperative member purchases if awarded a Contract under this Proposal Invitation. By making such a request, Vendor acknowledges and agrees that self-reporting is specifically subject to and conditioned upon (1) Vendor's agreement to the Additional Terms and Conditions for BuyBoard Self-Reporting which are included in this Proposal Invitation and incorporated herein for all purposes and (2) approval of this request in writing by the Cooperative administrator.

Note: This form is NOT required as part of your proposal. You should sign and return this form ONLY if you wish to request authorization to self-report BuyBoard purchases. Any request to self-report will not be effective, and Vendor shall not be authorized to self-report BuyBoard member purchases, unless and until (1) Vendor is awarded a Contract under this Proposal Invitation, and (2) the request has been approved in writing by the Cooperative administrator.

By my signature below, I hereby request authorization from the Cooperative administrator to self-report BuyBoard purchases if my company is awarded a Contract. I certify that I am authorized by the above-named Vendor to approve this form, and I have received and read the Additional Terms and Conditions for BuyBoard Self-Reporting included in this Proposal Invitation and do hereby approve and agree to such terms and conditions on behalf of Vendor.

NAME OF VENDOR: DACO FIRE EQUIPMENT

_____

Signature of Vendor Authorized Representative

Printed Name: WESLEY DOBMEIER

Title: PRESIDENT

Date: 4-21-21

(*For Cooperative Administrator Use Only)*

Approved by BuyBoard Administrator: _____

Effective/Start Date for Self-Reporting: _____

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REQUIRED FORMS CHECKLIST

(Please check (√) the following)

☒ Reviewed/Completed: **Proposer's Acceptance and Agreement**

PROPOSAL FORMS PART 1: COMPLIANCE FORMS

☒ Reviewed/Completed: **Proposal Acknowledgements**
☒ Reviewed/Completed: **Felony Conviction Disclosure**
☒ Reviewed/Completed: **Resident/Nonresident Certification**
☒ Reviewed/Completed: **Debarment Certification**
☒ Reviewed/Completed: **Vendor Employment Certification**
☒ Reviewed/Completed: **No Israel Boycott Certification**
☒ Reviewed/Completed: **No Excluded Nation or Foreign Terrorist Organization Certification**
☒ Reviewed/Completed: **Historically Underutilized Business Certification**
☒ Reviewed/Completed: **Acknowledgement of BuyBoard Technical Requirements**
☒ Reviewed/Completed: **Construction-Related Goods and Services Affirmation**
☒ Reviewed/Completed: **Deviation and Compliance**
☒ Reviewed/Completed: **Vendor Consent for Name Brand Use**
☒ Reviewed/Completed: **Confidential/Proprietary Information**
☒ Reviewed/Completed: **EDGAR Vendor Certification**
☒ Reviewed/Completed: **Compliance Forms Signature Page**

PROPOSAL FORMS PART 2: VENDOR INFORMATION FORMS

☒ Reviewed/Completed: **Vendor Business Name**
☒ Reviewed/Completed: **Vendor Contact Information**
☒ Reviewed/Completed: **Federal and State/Purchasing Cooperative Experience**
☒ Reviewed/Completed: **Governmental References**
☒ Reviewed/Completed: **Company Profile**
☒ Reviewed/Completed: **Texas Regional Service Designation**
☒ Reviewed/Completed: **State Service Designation**
☒ Reviewed/Completed: **National Purchasing Cooperative Vendor Award Agreement** *(Vendors serving outside Texas only)*
☒ Reviewed/Completed: **Local/Authorized Seller Listings**
☒ Reviewed/Completed: **Manufacturer Dealer Designation**
☒ Reviewed/Completed: **Proposal Invitation Questionnaire**
☒ Reviewed/Completed: **Vendor Request to Self-Report BuyBoard Purchases** *(Optional)*

☒ Reviewed/Completed: **Proposal Specifications** *Discount (%) off Catalog/Pricelist and/or other required pricing information including Catalogs/Pricelists (or no bid response) must be submitted with the Proposal or the Proposal will not be considered.* **Manufacturer Authorization Letters, Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles, Applicable Dealer License.**

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PROPOSAL SPECIFICATION SUMMARY

The categories and items specified for this Proposal Invitation are summarized below. For full Proposal Specifications, you must review and complete the Proposal Specification information in the electronic proposal submission system in accordance with the Instructions to Proposers (or, if submitting a hard copy Proposal, timely request and complete the Proposal Specification Form in accordance with the Instructions to Proposers).

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must comply with or exceed all Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) **are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.**

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Section I: Commercial Class "A" Pumpers and Tankers

1. **2-Dr. Cab, 35000# GVW, 300 HP Automatic, A/C** - 1250 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
2. **2-Dr. Cab, 35000# GVW, 350 HP Automatic, A/C** - 1500 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment, Diesel 350 HP engine, heavy duty cooling, 270 amp alternator, Allison HD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
3. **2-Dr. Cab, 40000# GVW, 300 HP Automatic, A/C** - 1250 GPM Pump, 1500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment, Diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2 door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

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4. **2-Dr. Cab, 54000# GVW, 350 HP Automatic, A/C** - 1500 GPM Pump, 2500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, rear Newton electric dump, NFPA 1901, all manufacturer's standard equipment, diesel 350 HP engine, heavy duty cooling, 270 amp alternator, Allison HD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
5. **2-Dr. Cab, 35000# GVW, 300 HP Automatic, A/C** - 1250 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
6. **4-Dr. Cab, 35000# GVW, 300 HP, Automatic, A/C** -1250 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Section II: Custom Cab Class "A" Pumpers and Tankers

7. **Custom MFD tilt 4-Dr. Cab, 330 HP Automatic, A/C -** 1250 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
8. **Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
9. **Custom MFD tilt 4-Dr. Cab, 330 HP Automatic, A/C** - 1250 GPM Pump, 750 gallon poly tank, 200 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
10. **Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 750 gallon poly tank, 200 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
11. **Custom MFD tilt 4-Dr. Cab, 330 HP Automatic, A/C** - 1250 GPM Pump, 1500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
12. **Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 1500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
13. **Custom MFD tilt 4-Dr. Cab, 330 HP Automatic, A/C** - 1250 GPM Pump, 2500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
14. **Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 2500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
15. **Custom MFD tilt 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 3000 gallon elliptical tank, 60 cu. ft. compartment space, side mount pump panel, (2) side and (1) rear Newton electric dump, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

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Section III: Aerial Ladder and Aerial Platform Devices

16. **Custom MFD tilt, 4-Dr. Cab, 330 HP Automatic, A/C** - 1500 GPM Pump, 400 gallon poly tank, 150 cu. ft. compartment space, single axle body, 75' aerial ladder rear mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
17. **Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 400 gallon poly tank, 150 cu. ft. compartment space, single axle body, 75' aerial ladder rear mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
18. **Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 100' aerial ladder rear mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
19. **Custom MFD tilt 4-Dr. Cab, 400 HP, Automatic, A/C** - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 85' to 95' aerial ladder platform rear mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
20. **Custom MFD tilt 4-Dr. Cab, 400 HP, Automatic, A/C** - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 100'+ aerial ladder platform rear mount, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
21. **Custom MFD tilt, 4-Dr. Cab, 400 HP, Automatic, A/C** - 1500 GPM Pump, 200 gallon poly tank, maximum compartment space, tandem axle, 100'+ aerial platform articulating style, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
22. **Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 400 gallon poly tank, 150 cu. ft. compartment space, single axle body, 75' aerial ladder mid-mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
23. **Custom MFD tilt, 4-Dr. Cab, 400 HP, Automatic, A/C** - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 100' aerial ladder mid-mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
24. **Custom MFD tilt, 4-Dr. Cab, 400 HP, Automatic, A/C** - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, single axle, 70-85' aerial ladder platform mid-mount, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
25. **Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 85' to 95' aerial ladder platform mid-mount, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
26. **Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C** - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 100'+ aerial ladder platform mid-mount, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

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Section IV: Rescue Vehicles, Non-Walk-In Style

27. **2-Dr. Cab, 35000# GVW, 300 HP Automatic, A/C** - Non Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
28. **4-Dr. Cab, 35000# GVW, 300 HP, Automatic, A/C** - Non Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 4-door with individual air ride driver seat, SCBA high back officer seat, 3 SCBA high back crew seats with SCBA brackets west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
29. **Custom MFD tilt, 4-Dr. Cab, 330 HP, Automatic, A/C, Raised Roof** – Non-Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000-watt light tower, 10 shelves, 4 roll out trays. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
30. **Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C, Raised Roof** - Non-Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000-watt light tower, 10 shelves, 4 roll out trays. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
31. **2-Dr. Cab, 60" Cab to Axle, A/C** – Non-Walk-In 10' Light Duty rescue, maximum compartment space, 5Kw Honda generator, roll up doors, 4 shelves, 2 roll out trays, 12,500# GVW, 250 HP diesel engine, heavy duty cooling, dual 110 amp alternator, automatic transmission, power disc front and rear brakes, standard frame, chrome front bumper, minimum 30 gallon fuel tank, 2 door cab with bench seat, mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
32. **2-Dr. Cab, 84" Cab to Axle, A/C** – Non-Walk-In 12' Light Duty rescue, maximum compartment space, 5Kw Honda generator, roll up doors, 4 shelves, 2 roll out trays, 12500# GVW, 250 HP diesel engine, heavy duty cooling, dual 110 amp alternator, automatic transmission, power disc front and rear brakes, standard frame, chrome front bumper, minimum 30 gallon fuel tank, 2-door cab with bench seat, mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Section V: Rescue Vehicles, Walk-In Style

33. **2-Dr. Cab, 35000# GVW, 300 HP Automatic, A/C** - Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, Full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
34. **4-Dr. Cab, 35000# GVW, 300 HP, Automatic, A/C** - Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, Full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 4-door with individual air ride driver seat, SCBA high back officer seat, 3 SCBA high back crew seats with SCBA brackets west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

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35. **Custom MFD tilt, 4-Dr. Cab, 330 HP Automatic, A/C, Raised Roof** - Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
36. **Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C, Raised Roof** - Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
37. **2-Dr. Cab, 84" cab to axle, A/C** - Walk-In 12' Light Duty rescue, maximum compartment space, 5Kw Honda generator, roll up doors, 4 shelves, 2 roll out trays, 15,000# GVW, 250 HP diesel engine, heavy duty cooling, duel 110 amp alternator, automatic transmission, power disc front and rear brakes, standard frame, chrome front bumper, minimum 30 gallon fuel tank, 2-door cab with bench seat, mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
38. **2-Dr. Cab, 170" cab to axle, A/C** - Walk-In 14' Light Duty rescue, maximum compartment space, 5Kw Honda generator, roll up doors, 4 shelves, 2 roll out trays, 20,000# GVW, diesel 240 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, Full air brakes, 12.0 compressor, steel channel frame, 170" cab to axle, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Section VI: Quick Attack and Brush Type Vehicles

39. **2-Dr. Cab, 4x2, 60" C/A, A/C, 15,000# GVW** - Aluminum body, maximum compartment space, 300-340 gallon poly tank, booster reel with hose, 26HP diesel powered pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
40. **2-Dr. Cab, 4x4, 60" C/A, A/C, 15,000# GVW** - Aluminum body, maximum compartment space, 300-340 gallon poly tank, booster reel with hose, 26HP diesel powered pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
41. **2-Dr. Cab, 4x4, 60" C/A, A/C, 15,000# GVW** - Aluminum Body, 500 gallon poly tank, booster reel with hose, 100 gpm pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
42. **2-Dr. Cab, 4x2, 17500# GVW, 275 HP Diesel** - Aluminum Body, 500 gallon poly tank, booster reel with hose, 100 gpm pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
43. **4-Dr. Cab, 4x4, 17500# GVW, 275 HP Diesel, Manual Transmission** - Aluminum Body, maximum compartment space, 250 gallon poly tank, 500 gpm PTO pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
44. **2-Dr. Cab, 4x4, 17500# GVW, 275 HP Diesel, Manual Transmission** - Aluminum body, maximum compartment space, 300 gallon poly tank, 500 gpm pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)
45. **2-Dr. Cab, 4x2, 300 HP, Automatic, A/C** - Aluminum Body, maximum compartment space, 500 gallon poly tank, 50 gallon foam, booster reel with hose, 400 gpm diesel driven pump with FoamPro 2100 system or equal. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Section VII: OPTIONAL EQUIPMENT and PARTS- Options will be selected by the Cooperative member at the time of order. A COMPLETE LIST OF ALL OPTIONAL EQUIPMENT AND PARTS MUST BE SUBMITTED WITH PROPOSAL FOR PROPOSAL TO BE CONSIDERED!

46. Discount (%) off catalog/pricelist for **Original Equipment Manufacturer (OEM) Options.**
47. Discount (%) off catalog/pricelist for **Third Party (not OEM) and Unpublished Options and Equipment.**
48. Discount (%) off catalog/pricelist for **Original Equipment Manufacturer (OEM) Parts.**
49. Discount (%) off catalog/pricelist for **Extended Service Maintenance Agreements.**

12007 Research Boulevard · Austin, Texas 78759-2439 · PH: 800-695-2919 · FAX: 800-211-5454 · buyboard.com

50. Discount (%) off catalog/pricelist for **Floor Plan Insurance and Lot Insurance** (dealer inventory fire service apparatus vehicle).
51. Discount (%) off catalog/pricelist for **Other Fire Apparatus Products and Services** (refurbishing, modification, uplifting, remounting services and equipment).

Section VIII: Delivery Fees and Labor Rate for Installation and Repair Service of Fire Service Apparatus Vehicles

52. **Hourly Labor Rate for Installation/Repair Service of Fire Apparatus Equipment and Products** - not to exceed hourly labor rate for Installation/Repair Service of Equipment and Products.
53. **Per Mile Delivery Fee for Fire Apparatus** - state the per mile delivery fee for fire service apparatus vehicles.

651-21
DACO FIRE EQUIPMENT
Supplier Response

Event Information

Number: 651-21
Title: Fire Service Apparatus Vehicles
Type: Request for Proposal
Issue Date: 3/19/2021
Deadline: 4/29/2021 04:00 PM (CT)
Notes:

The Local Government Purchasing Cooperative (BuyBoard)

Proposal Invitation No. 651-21
Fire Service Apparatus Vehicles
Proposal Due Date and Time: April 29, 2021 at 4:00 PM

Responding to this and future proposals online is easy with our **online submission system**.

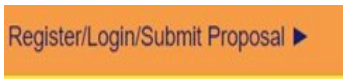
1. **View and download the forms.**

- **DO NOT log in to view and download the documents.**
- Visit vendor.buyboard.com and click on the "Current Proposal Invitations" button shown below to view and download the forms for this proposal.

Current Proposal Invitations ▶

2. **To submit completed proposal.**

   - Visit vendor.buyboard.com and click "Register/Login/Submit Proposal" button shown
     below to submit your proposal online.



   - For additional assistance click this link View our Proposal Submission Instructions.

New Vendor? Visit vendor.buyboard.com and click “Register/Login/Submit Proposal.” Click Register now as a new supplier/vendor, so you don’t miss future proposal opportunities.

Any Addenda issued with this proposal will also be placed on the website, and it will be the
vendor’s responsibility to obtain the information.

DACO FIRE EQUIPMENT Information

Address: 201 AVE R
Lubbock, TX 79415
Phone: (806) 763-0808
Fax: (806) 763-9151
Email: wesley@dacofire.com

By submitting your response, you certify that you are authorized to represent and bind your company.

WESLEY A DOBMEIER
Signature

wesley@dacofire.com
Email

Submitted at 4/28/2021 9:45:29 AM

Requested Attachments

BuyBoard Proposal Invitation No. 651-21 for Fire Service Apparatus Vehicles Proposal-No-651-21 (8).pdf

REQUIRED - In PDF format, upload all proposal invitation documents available for download at vendor.buyboard.com including any additional pages, as necessary. (Please DO NOT password protect uploaded files.)

Catalog/Pricelist Rosenbauer Option Pricing.pdf

REQUIRED - In PDF format, upload catalog/pricelist in proposal invitation instructions. File size must not exceed 100MB.(Please DO NOT password protect uploaded files.)

Company Profile Daco Company Profile.docx

Information on awarded Cooperative Contracts is available to Cooperative Members on the BuyBoard website. If your company is awarded a Contract under this Proposal Invitation, please provide a brief company description that you would like to have included with your company profile on the BuyBoard website. Submit your company profile in a separate file, in Word format, with your Proposal. (Note: Vendor is solely responsible for any content provided for inclusion on the BuyBoard website. The Cooperative reserves the right to exclude or remove any content in its sole discretion, with or without prior notice, including but not limited to any content deemed by the Cooperative to be inappropriate, irrelevant to the Contract, inaccurate, or misleading.)

Detailed Information and Exceptions Related to Discount and/or Hourly Labor Rate DACO FIRE EQUIPMENT LABOR RATE - DISCOUNTS.pdf

In PDF format, define the services that are proposed to be provided and attach detailed information including exceptions to pricing or discount percentage, NOTE: IF DETAILED INFORMATION IS NOT SUBMITTED, PROPOSAL MAY NOT BE CONSIDERED. (Please DO NOT password protect uploaded files.)

Manufacturer Authorization Letter(s) Dealer letter.pdf

REQUIRED - Upload Manufacturer Authorization Letter(s)in PDF format. Manufacturers responding to this proposal invitation, in lieu of an authorization letter, must submit a response on company letterhead explaining that the company is a manufacturer of products proposed. Dealers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

Dealer Certificate(s) and/or License(s) Daco dealer License Tx.pdf

In PDF format, upload Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

IRS Form W-9 Request for Taxpayer Identification Number and Certification DACO W9.pdf

REQUIRED - In PDF format, upload W-9 form. (Please DO NOT password protect uploaded files.)

Response Attachments

Fire Apparatus Specifications Buyboard 651-21.pdf

Fire Apparatus Specifications

Third Party (not OEM) and Unpublished Options and Equipment.xlsx

Third Party (not OEM) and Unpublished Options and Equipment

DACO FIRE EQUIPMENT LABOR RATE - DISCOUNTS.pdf

LABOR RATE AND EXCEPTIONS TO LABOR RATE

Bid Lines

1

Section I: Commercial Class "A" Pumpers and Tankers - 2-Dr. Cab, 35000# GVW, 300 HP Automatic, A/C - 1250 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $286,497.00 Total: $286,497.00

Manufacturer: ROSENBAUER

Manufacturer #: 10193-0004

Item Notes: **NOTE 1:** Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M2106 FX BODY

2

Section I: Commercial Class "A" Pumpers and Tankers - 2-Dr. Cab, 35000# GVW, 350 HP Automatic, A/C - 1500 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment, Diesel 350 HP engine, heavy duty cooling, 270 amp alternator, Allison HD series automatic transmission, Full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $288,861.00 Total: $288,861.00

Manufacturer: ROSENBAUER

Manufacturer #: 10193-0005

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M2106 FX BODY

3

Section I: Commercial Class "A" Pumpers and Tankers - **2-Dr. Cab, 40000# GVW, 300 HP Automatic, A/C** - 1250 GPM Pump, 1500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment, Diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2 door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $296,194.00 Total: $296,194.00

Manufacturer: ROSENBAUER

Manufacturer #: 10193-005

Item Notes: **NOTE 1:** Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M2106 FX BODY

4

Section I: Commercial Class "A" Pumpers and Tankers -2-Dr. Cab, 54000# GVW, 350 HP Automatic, A/C - 1500 GPM Pump, 2500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, rear Newton electric dump, NFPA 1901, all manufacturer's standard equipment, diesel 350 HP engine, heavy duty cooling, 270 amp alternator, Allison HD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $324,066.00 Total: $324,066.00

Manufacturer: ROSENBAUER

Manufacturer #: 1023-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS.. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M2106 FX BODY

5

Section I: Commercial Class "A" Pumpers and Tankers -2-Dr. Cab, 35000# GVW, 300 HP Automatic, A/C - 1250 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $290,552.00 Total: $290,552.00

Manufacturer: ROSENBAUER

Manufacturer #: 10193-0012

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M2106 FX BODY

6

Section I: Commercial Class "A" Pumpers and Tankers - 4-Dr. Cab, 35000# GVW, 300 HP, Automatic, A/C -1250 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $302,002.00 Total: $302,002.00

Manufacturer: ROSENBAUER

Manufacturer #: 10193-0013

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) **are to be included** in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M2106 FX BODY

7

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom MFD tilt 4-Dr. Cab, 330 HP Automatic, A/C - 1250 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $454,218.00 Total: $454,218.00

Manufacturer: ROSENBAUER

Manufacturer #: 10194-0003

Item Notes: **NOTE 1:** Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

8

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 750 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $488,143.00 Total: $488,143.00

Manufacturer: ROSENBAUER

Manufacturer #: 10194-0005

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

9

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom MFD tilt 4-Dr. Cab, 330 HP Automatic, A/C - 1250 GPM Pump, 750 gallon poly tank, 200 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $455,238.00 Total: $455,238.00

Manufacturer: ROSENBAUER

Manufacturer #: 10194-0004

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

10

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 750 gallon poly tank, 200 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $488,143.00 Total: $488,143.00

Manufacturer: ROSENBAUER

Manufacturer #: 10194-0005

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

11

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom MFD tilt 4-Dr. Cab, 330 HP Automatic, A/C - 1250 GPM Pump, 1500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $456,976.00 Total: $456,976.00

Manufacturer: ROSENBAUER

Manufacturer #: 10197-0003

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

12

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 1500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $488,067.00 Total: $488,067.00

Manufacturer: ROSENBAUER

Manufacturer #: 10195-0008

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.) are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

13

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom MFD tilt 4-Dr. Cab, 330 HP Automatic, A/C - 1250 GPM Pump, 2500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $501,736.00 Total: $501,736.00

Manufacturer: ROSENBAUER

Manufacturer #: 10197-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

14

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 2500 gallon poly tank, 100 cu. ft. compartment space, side mount pump panel, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $534,954.00 Total: $534,954.00

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

15

Section II: Custom Cab Class "A" Pumpers and Tankers - Custom MFD tilt 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 3000 gallon elliptical tank, 60 cu. ft. compartment space, side mount pump panel, (2) side and (1) rear Newton electric dump, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $536,468.00 Total: $536,468.00

Manufacturer: ROSENBAUER

Manufacturer #: 10197-0004

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

16

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 330 HP Automatic, A/C - 1500 GPM Pump, 400 gallon poly tank, 150 cu. ft. compartment space, single axle body, 75' aerial ladder rear mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $771,557.00 Total: $771,557.00

Manufacturer: ROSENBAUER

Manufacturer #: 1021-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

17

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 400 gallon poly tank, 150 cu. ft. compartment space, single axle body, 75' aerial ladder rear mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $778,806.00 Total: $778,806.00

Manufacturer: ROSENBAUER

Manufacturer #: 10201-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

18

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 400 hHP Automatic, A/C - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 100' aerial ladder rear mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $925,466.00 Total: $925,466.00

Manufacturer: ROSENBAUER

Manufacturer #: 10223-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

19

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt 4-Dr. Cab, 400 HP, Automatic, A/C - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 85' to 95' aerial ladder platform rear mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $985,277.00 Total: $985,277.00

Manufacturer: ROSENBAUER

Manufacturer #: 10223-0012

Item Notes: **NOTE 1:** Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

20

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt 4-Dr. Cab, 400 HP, Automatic, A/C - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 100'+ aerial ladder platform rear mount, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $1,029,950.00 Total: $1,029,950.00

Manufacturer: ROSENBAUER

Manufacturer #: 10223-0012

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

21

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 400 HP, Automatic, A/C - 1500 GPM Pump, 200 gallon poly tank, maximum compartment space, tandem axle, 100'+ aerial platform articulating style, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $1,395,017.00 Total: $1,395,017.00

Manufacturer: ROSENBAUER

Manufacturer #: 1063-0016

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

22

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 400 gallon poly tank, 150 cu. ft. compartment space, single axle body, 75' aerial ladder mid-mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $892,035.00 Total: $892,035.00

Manufacturer: ROSENBAUER

Manufacturer #: 10234-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

23

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 400 HP, Automatic, A/C - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 100' aerial ladder mid-mount, pinned waterway, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $1,032,250.00 Total: $1,032,250.00

Manufacturer: ROSENBAUER

Manufacturer #: 10202-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

24

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 400 HP, Automatic, A/C - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, single axle, 70-85' aerial ladder platform mid-mount, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $945,003.00 Total: $945,003.00

Manufacturer: ROSENBAUER

Manufacturer #: 10234-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

25

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 85' to 95' aerial ladder platform mid-mount, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $1,057,336.00 Total: $1,057,336.00

Manufacturer: ROSENBAUER

Manufacturer #: 10202-0010

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

26

Section III: Aerial Ladder and Aerial Platform Devices - Custom MFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C - 1500 GPM Pump, 300 gallon poly tank, 150 cu. ft. compartment space, tandem axle, 100'+ aerial ladder platform mid-mount, NFPA 1901, all manufacturer's standard equipment. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $1,084,353.00 Total: $1,084,353.00

Manufacturer: ROSENBAUER

Manufacturer #: 10202-0012

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

27

Section IV: Rescue Vehicles, Non-Walk-In Style- 2-Dr. Cab, 35000# GVW, 300 HP Automatic, A/C - Non Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $271,790.00 Total: $271,790.00

Manufacturer: ROSENBAUER

Manufacturer #: 10224-0008

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

28

Section IV: Rescue Vehicles, Non-Walk-In Style- 4-Dr. Cab, 35000# GVW, 300 HP, Automatic, A/C - Non Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 4-door with individual air ride driver seat, SCBA high back officer seat, 3 SCBA high back crew seats with SCBA brackets west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $286,944.00 Total: $286,944.00

Manufacturer: ROSENBAUER

Manufacturer #: 10224-0007

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M102 FX BODY

29

Section IV: Rescue Vehicles, Non-Walk-In Style- Custom MFD tilt, 4-Dr. Cab, 330 HP, Automatic, A/C, Raised Roof – Non-Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000-watt light tower, 10 shelves, 4 roll out trays. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $440,260.00 Total: $440,260.00

Manufacturer: ROSENBAUER

Manufacturer #: 102224-0007

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

30

Section IV: Rescue Vehicles, Non-Walk-In Style- Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C, Raised Roof - Non-Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000-watt light tower, 10 shelves, 4 roll out trays. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $473,007.00 Total: $473,007.00

Manufacturer: ROSENBAUER

Manufacturer #: 10224-0006

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

31

Section IV: Rescue Vehicles, Non-Walk-In Style- 2-Dr. Cab, 60" cab to axle, A/C – Non-Walk-In 10' Light Duty rescue, maximum compartment space, 5Kw Honda generator, roll up doors, 4 shelves, 2 roll out trays, 12,500# GVW, 250 HP diesel engine, heavy duty cooling, dual 110 amp alternator, automatic transmission, power disc front and rear brakes, standard frame, chrome front bumper, minimum 30 gallon fuel tank, 2 door cab with bench seat, mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $148,676.00 Total: $148,676.00

Manufacturer: ROSENBAUER

Manufacturer #: 10225-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD FX BODY

32

Section IV: Rescue Vehicles, Non-Walk-In Style- 2-Dr. Cab, 60" cab to axle, A/C – Non-Walk-In 10' Light Duty rescue, maximum compartment space, 5Kw Honda generator, roll up doors, 4 shelves, 2 roll out trays, 12,500# GVW, 250 HP diesel engine, heavy duty cooling, dual 110 amp alternator, automatic transmission, power disc front and rear brakes, standard frame, chrome front bumper, minimum 30 gallon fuel tank, 2 door cab with bench seat, mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $155,561.00 Total: $155,561.00

Manufacturer: ROSENBAUER

Manufacturer #: 10225-0010

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD FX BODY

33

Section V: Rescue Vehicles, Walk-In Style- 2-Dr. Cab, 35000# GVW, 300 HP Automatic, A/C - Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, Full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $270,462.00 Total: $270,462.00

Manufacturer: ROSENBAUER

Manufacturer #: 10226-0001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M102 FX BODY

34

Section V: Rescue Vehicles, Walk-In Style- 4-Dr. Cab, 35000# GVW, 300 HP, Automatic, A/C - Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays, diesel 300 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, Full air brakes, 12.0 compressor, steel channel frame, chrome front bumper, minimum 45 gallon fuel tank, 4-door with individual air ride driver seat, SCBA high back officer seat, 3 SCBA high back crew seats with SCBA brackets west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel ten hole disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $285,115.00 Total: $285,115.00

Manufacturer: ROSENBAUER

Manufacturer #: 10226-0010

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FL-M102 FX BODY

35

Section V: Rescue Vehicles, Walk-In Style- Custom MFD tilt, 4-Dr. Cab, 330 HP Automatic, A/C, Raised Roof - Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $442,967.00 Total: $442,967.00

Manufacturer: ROSENBAUER

Manufacturer #: 10226-0012

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

36

Section V: Rescue Vehicles, Walk-In Style- Custom LFD tilt, 4-Dr. Cab, 400 HP Automatic, A/C, Raised Roof - Walk-In 16' Heavy rescue body, maximum compartment space, 8Kw PTO generator, 6000 watt light tower, 10 shelves, 4 roll out trays. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $475,175.00 Total: $475,175.00

Manufacturer: ROSENBAUER

Manufacturer #: 10226-0013

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

COMMANDER FX BODY

37

Section V: Rescue Vehicles, Walk-In Style- 2-Dr. Cab, 84" cab to axle, A/C - Walk-In 12' Light Duty rescue, maximum compartment space, 5Kw Honda generator, roll up doors, 4 shelves, 2 roll out trays, 15,000# GVW, 250 HP diesel engine, heavy duty cooling, duel 110 amp alternator, automatic transmission, power disc front and rear brakes, standard frame, chrome front bumper, minimum 30 gallon fuel tank, 2-door cab with bench seat, mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $196,769.00 Total: $196,769.00

Manufacturer: ROSENBAUER

Manufacturer #: 10227-001

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD FX BODY

38

Section V: Rescue Vehicles, Walk-In Style- 2-Dr. Cab, 170" cab to axle, A/C - Walk-In 14' Light Duty rescue, maximum compartment space, 5Kw Honda generator, roll up doors, 4 shelves, 2 roll out trays, 20,000# GVW, diesel 240 HP engine, heavy duty cooling, 270 amp alternator, Allison MD series automatic transmission, Full air brakes, 12.0 compressor, steel channel frame, 170" cab to axle, chrome front bumper, minimum 45 gallon fuel tank, 2-door with bench seat, west coast mirrors, air conditioner, tilt-telescoping steering wheel, full gauge package, tires to match axle GVW rating, steel disc wheels. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $208,802.00 Total: $208,802.00

Manufacturer: ROSENBAUER

Manufacturer #: 10227-0002

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD FX BODY

39

Section VI: Quick Attack and Brush Type Vehicles- 2-Dr. Cab, 4x2, 60" C/A, A/C, 15,000# GVW - Aluminum body, maximum compartment space, 300-340 gallon poly tank, booster reel with hose, 26HP diesel powered pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $124,268.00 Total: $124,268.00

Manufacturer: DACO FIRE EQUIPMENT

Manufacturer #: BRUSHFIGHTER

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD BRUSHFIGHTER BODY

40

Section VI: Quick Attack and Brush Type Vehicles- 2-Dr. Cab, 4x4, 60" C/A, A/C, 15,000# GVW - Aluminum body, maximum compartment space, 300-340 gallon poly tank, booster reel with hose, 26HP diesel powered pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $127,700.00 Total: $127,700.00

Manufacturer: DACO FIRE EQUIPMENT

Manufacturer #: BRUSHFIGHTER

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD BRUSHFIGHTER BODY

41

Section VI: Quick Attack and Brush Type Vehicles- 2-Dr. Cab, 4x4, 60" C/A, A/C, 15,000# GVW - Aluminum Body, 500 gallon poly tank, booster reel with hose, 100 gpm pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $118,195.00 Total: $118,195.00

Manufacturer: DACO FIRE EQUIPMENT

Manufacturer #: BRUSHFIGHTER

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a “vehicle fee” and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD BRUSHFIGHTER BODY

42

Section VI: Quick Attack and Brush Type Vehicles- 2-Dr. Cab, 4x2, 17500# GVW, 275 HP Diesel - Aluminum Body, 500 gallon poly tank, booster reel with hose, 100 gpm pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $114,760.00 Total: $114,760.00

Manufacturer: DACO FIRE EQUIPMENT

Manufacturer #: BRUSHFIGHTER

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD BRUSHFIGHTER BODY

43

Section VI: Quick Attack and Brush Type Vehicles- 4-Dr. Cab, 4x4, 17500# GVW, 275 HP Diesel, Manual Transmission - Aluminum Body, maximum compartment space, 250 gallon poly tank, 500 gpm PTO pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $194,565.00 Total: $194,565.00

Manufacturer: DACO FIRE EQUIPMENT

Manufacturer #: BRUSHFIGHTER

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD BRUSHFIGHTER BODY

44

Section VI: Quick Attack and Brush Type Vehicles- 2-Dr. Cab, 4x4, 17500# GVW, 275 HP Diesel, Manual Transmission - Aluminum body, maximum compartment space, 300 gallon poly tank, 500 gpm pump. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $191,286.00 Total: $191,286.00

Manufacturer: DACO FIRE EQUIPMENT

Manufacturer #: BRUSHFIGHTER

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.

NOTE 2: An awarded Vendor must be approved by the manufacturer to sell, install, and service the brand of equipment submitted. Proposers responding to this Proposal Invitation should submit an approval letter from each manufacturer. Manufacturer authorization letters must include the regions and/or states in which equipment may be sold.

NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD BRUSHFIGHTER BODY

45

Section VI: Quick Attack and Brush Type Vehicles- 2-Dr. Cab, 4x2, 300 HP, Automatic, A/C - Aluminum Body, maximum compartment space, 500 gallon poly tank, 50 gallon foam, booster reel with hose, 400 gpm diesel driven pump with Foam Pro 2100 system or equal. Include separate sheet with upgrade options to include all manufacturer options including alternative fuel choice equipment (CNG, LPG, etc.)

Quantity: 1 UOM: Each Price: $266,286.00 Total: $266,286.00

Manufacturer: DACO FIRE EQUIPMENT

Manufacturer #: BRUSHFIGHTER

Item Notes:

NOTE 1: Vendors should propose direct replacement models if a model type specified below has been discontinued by the manufacturer. All fire service apparatus vehicles must meet or exceed and comply with all requirements of the Federal Motor Vehicle Safety Standards, FMVSS. All vehicle fees to be charged for any purchase from this contract with the exception of delivery fees (i.e. pre delivery inspection, make ready, applicable state inspection fee, manufacturer destination fees, etc.)are to be included in the base price(s). Vehicle fees not included in the base price(s) will not be allowed. The Cooperative service fee for vehicles is not a "vehicle fee" and is not to be included in the base pricing.

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NOTE 3: Vendors must provide a copy of their Franchise Motor Vehicle Dealer Certificate from Texas Department of Motor Vehicles and Manufacturer certificate from the Texas Department of Motor Vehicles or, if vendor proposes to serve states outside of the State of Texas, the applicable dealer license(s) for such state(s).

Item Attributes

1. State Brand of Chassis and Body

FORD BRUSHFIGHTER BODY

46

Section VII: OPTIONAL EQUIPMENT and PARTS- Discount (%) off catalog/pricelist for **Original Equipment Manufacturer (OEM) Options.** Catalog/Pricelist MUST be included or proposal will not be considered.

Total: 0%

Item Notes:

Options will be selected by the Cooperative member at the time of order. A COMPLETE LIST OF ALL OPTIONAL EQUIPMENT AND PARTS MUST BE SUBMITTED WITH PROPOSAL FOR PROPOSAL TO BE CONSIDERED!

Vendors proposing various manufacturer product lines per line item must submit the information as follows or proposal may not be considered:

- Vendor's must list one specific percentage discount for each Manufacturer listed.
- Additional/Alternate Manufacturer lines must submitted by selecting "Add Alternate."

Item Attributes

1. State Name of Catalog/Pricelist

Rosenbauer Option Pricing

47

Section VII: OPTIONAL EQUIPMENT and PARTS- Discount (%) off catalog/pricelist for **Third Party (not OEM) and Unpublished Options and Equipment.** Catalog/Pricelist MUST be included or proposal will not be considered.

Total: 0%

Item Notes:

Options will be selected by the Cooperative member at the time of order. A COMPLETE LIST OF ALL OPTIONAL EQUIPMENT AND PARTS MUST BE SUBMITTED WITH PROPOSAL FOR PROPOSAL TO BE CONSIDERED!

Vendors proposing various manufacturer product lines per line item must submit the information as follows or proposal may not be considered:

- Vendor's must list one specific percentage discount for each Manufacturer listed.
- Additional/Alternate Manufacturer lines must submitted by selecting "Add Alternate."

Item Attributes

1. State Name of Catalog/Pricelist

Third Party Options

48

Section VII: OPTIONAL EQUIPMENT and PARTS- Discount (%) off catalog/pricelist for **Original Equipment Manufacturer (OEM) Parts**. Catalog/Pricelist MUST be included or proposal will not be considered.

Total: 0%

Item Notes:

Options will be selected by the Cooperative member at the time of order. A COMPLETE LIST OF ALL OPTIONAL EQUIPMENT AND PARTS MUST BE SUBMITTED WITH PROPOSAL FOR PROPOSAL TO BE CONSIDERED!

Vendors proposing various manufacturer product lines per line item must submit the information as follows or proposal may not be considered:

- Vendor's must list one specific percentage discount for each Manufacturer listed.
- Additional/Alternate Manufacturer lines must submitted by selecting "Add Alternate."

Item Attributes

1. State Name of Catalog/Pricelist

Rosenbauer Option Pricing

49

Section VII: OPTIONAL EQUIPMENT and PARTS- Discount (%) off catalog/pricelist for **Extended Service Maintenance Agreements.** Catalog/Pricelist MUST be included or proposal will not be considered.

No Bid

Item Notes:

Options will be selected by the Cooperative member at the time of order. A COMPLETE LIST OF ALL OPTIONAL EQUIPMENT AND PARTS MUST BE SUBMITTED WITH PROPOSAL FOR PROPOSAL TO BE CONSIDERED!

Vendors proposing various manufacturer product lines per line item must submit the information as follows or proposal may not be considered:

- Vendor's must list one specific percentage discount for each Manufacturer listed.
- Additional/Alternate Manufacturer lines must submitted by selecting "Add Alternate."

Item Attributes

1. State Name of Catalog/Pricelist

No response

50

Section VII: OPTIONAL EQUIPMENT and PARTS- Discount (%) off catalog/pricelist for **Floor Plan Insurance and Lot Insurance** (dealer inventory fire service apparatus vehicle). Catalog/Pricelist MUST be included or proposal will not be considered.

No Bid

Item Notes:

Options will be selected by the Cooperative member at the time of order. A COMPLETE LIST OF ALL OPTIONAL EQUIPMENT AND PARTS MUST BE SUBMITTED WITH PROPOSAL FOR PROPOSAL TO BE CONSIDERED!

Vendors proposing various manufacturer product lines per line item must submit the information as follows or proposal may not be considered:

- Vendor's must list one specific percentage discount for each Manufacturer listed.
- Additional/Alternate Manufacturer lines must submitted by selecting "Add Alternate."

Item Attributes

1. State Name of Catalog/Pricelist

No response

51

Section VII: OPTIONAL EQUIPMENT and PARTS- Discount (%) off catalog/pricelist for **Other Fire Apparatus Products and Services** (refurbishing, modification, uplifting, remounting services and equipment).

Total: 0%

Item Notes:

Options will be selected by the Cooperative member at the time of order. A COMPLETE LIST OF ALL OPTIONAL EQUIPMENT AND PARTS MUST BE SUBMITTED WITH PROPOSAL FOR PROPOSAL TO BE CONSIDERED!

Vendors proposing various manufacturer product lines per line item must submit the information as follows or proposal may not be considered:

- Vendor's must list one specific percentage discount for each Manufacturer listed.
- Additional/Alternate Manufacturer lines must submitted by selecting "Add Alternate."

Item Attributes

1. State Name of Catalog/Pricelist

Third Party Options and equipment

52

Section VIII: Delivery Fees and Labor Rate for Installation and Repair Service of Fire Service Apparatus Vehicles - Hourly Labor Rate for Installation/Repair Service of Fire Apparatus Vehicles Equipment and Products- not to exceed hourly labor rate for Installation/Repair Service of Equipment and Products.

Quantity: 1 UOM: Hour Price: $150.00 Total: $150.00

53

Section VIII: Delivery Fees and Labor Rate for Installation and Repair Service of Fire Service Apparatus Vehicles - Per Mile Delivery Fee for Fire Service Apparatus Vehicles - state the per mile delivery fee for fire service apparatus vehicles.

Quantity: 1 UOM: Each Price: $2.50 Total: $2.50

Response Total: $21,881,905.50

Texas Department of Motor Vehicles

MOTOR VEHICLE DIVISION

FRANCHISED MOTOR VEHICLE DEALER

LICENSE NO: A137227

GENERAL DISTINGUISHING NUMBER: P19295

Motor Vehicle

DACO FIRE EQUIPMENT, INC.
PO BOX 5006
LUBBOCK, TEXAS LUBBOCK 79408-5006

EXPIRES: 10-31-2022
PHYSICAL LOCATION:
201 AVENUE R
LUBBOCK, TEXAS LUBBOCK 79415-4064

THIS DEALERSHIP IS LICENSED TO ONLY SELL THE FOLLOWING LINE(S) OF NEW MOTOR VEHICLES:

Rosenbauer : FT-Fire Truck, LIFE-LINE EMERGENCY VEHICLES INC : AB-Ambulance, GENERAL FIRETRUCK : FT-Fire Truck, CENTRAL STATES FIRE APPARATUS : FT-Fire Truck

ADDITIONAL LOCATION(S): For used vehicle sales only

HAVING SATISFIED THE APPLICABLE REQUIREMENTS OF CHAPTER 2301 OF THE TEXAS OCCUPATIONS CODE, CHAPTER 503 OF THE TEXAS TRANSPORTATION CODE, AND THE RULES OF THE BOARD, THE PERSON NAMED ABOVE IS HEREBY LICENSED WITH THE TEXAS DEPARTMENT OF MOTOR VEHICLES, MOTOR VEHICLE DIVISION.

Roland D. Luna, Sr.

Roland D. Luna, Sr., Director
Texas Department of Motor Vehicles
Motor Vehicle Division

WARNING: PENAL CODE SECTION 37.10, PROVIDES THAT TAMPERING WITH A GOVERNMENTAL RECORD IS AN OFFENSE PUNISHABLE AS A SECOND-DEGREE FELONY.

Texas Department of Motor Vehicles
MOTOR VEHICLE DIVISION

MOTOR VEHICLE CONVERTER

LICENSE NO: 0655

DACO FIRE EQUIPMENT, INC.

PO BOX 5006
LUBBOCK, TEXAS LUBBOCK 79408-5006

EXPIRES: 10-31-2022
PHYSICAL LOCATION:
201 AVENUE R
LUBBOCK, TEXAS LUBBOCK 79415-4064

THE PERSON NAMED ABOVE IS LICENSED AS A MOTOR VEHICLE CONVERTER FOR THE FOLLOWING PRODUCT(S):

DACO BRUSH TRUCKS

HAVING SATISFIED THE APPLICABLE REQUIREMENTS OF CHAPTER 2301 OF THE TEXAS OCCUPATIONS CODE, CHAPTER 503 OF THE TEXAS TRANSPORTATION CODE, AND THE RULES OF THE BOARD, THE PERSON NAMED ABOVE IS HEREBY LICENSED WITH THE TEXAS DEPARTMENT OF MOTOR VEHICLES, MOTOR VEHICLE DIVISION.

Roland D. Luna, Sr.

Roland D. Luna, Sr., Director
Texas Department of Motor Vehicles
Motor Vehicle Division

WARNING: PENAL CODE SECTION 37.10, PROVIDES THAT TAMPERING WITH A GOVERNMENTAL RECORD IS AN OFFENSE PUNISHABLE AS A SECOND-DEGREE FELONY.

4-22-2021

To whom it may concern:

DACO Fire Equipment located at 6000 Huddleston St in Haltom City, Texas is the certified and authorized dealer of Rosenbauer equipment for the states of Texas and Oklahoma.

If you have any questions, please feel free to contact me.

Scott Oyen

CEO Rosenbauer SD

www.rosenbaueramerica.com info@rosenbaueramerica.com

ROSENBAUER SOUTH DAKOTA, LLC.
100 THIRD STREET
P.O. BOX 57
LYONS, SOUTH DAKOTA 57041
P: 605.543.5591

ROSENBAUER MINNESOTA, LLC.
5181 260TH STREET
P.O. BOX 549
WYOMING, MINNESOTA 55092
P: 651.462.1000

ROSENBAUER MOTORS, LLC.
5190 260TH STREET
P.O. BOX 549
WYOMING, MINNESOTA 55092
P: 651.462.1000

ROSENBAUER AERIALS, LLC.
870 SOUTH BROAD STREET
FREMONT, NEBRASKA 68025
P: 402.721.7622

RESOLUTION NO. 2024-245

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE PROCUREMENT OF A 2024 FORD F-550 BRUSHFIGHTER SMALL BRUSH TRUCK FROM DACO FIRE EQUIPMENT THROUGH BUY BOARD COOPERATIVE PURCHASING AGREEMENT, #651-21, IN THE EXPENDITURE AMOUNT OF TWO HUNDRED THIRTY SIX THOUSAND SEVEN HUNDRED EIGHTY NINE DOLLARS ($236,789.00); AUTHORIZING THE CITY MANAGER TO EXECUTE THE NECESSARY DOCUMENTS; AND, PROVIDING AN EFFECTIVE DATE.

WHEREAS, it is necessary to procure a fleet equipment for citywide operations; and

WHEREAS, the City of Duncanville has entered into an Interlocal Cooperative Purchasing Agreement with Buy Board for products and services; and

WHEREAS, Buy Board has taken sealed bids for vehicles, heavy duty trucks, police motorcycles, parts, and service labor; and

WHEREAS, Buy Board awarded a contract to Daco Fire Equipment for Fire Service Apparatus Vehicles.

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

SECTION 1. That the City Council of the City of Duncanville, Texas hereby approves procurement of a 2024 Ford F-550 Brushfighter Small Brush Truck from Daco Fire Equipment, through Buy Board Cooperative Purchasing Agreement #651-21 in the expenditure amount and final price of $236,789.00.

SECTION 2. That the City Council of the City of Duncanville hereby authorizes the City Manager, or his designee, to execute the appropriate and necessary documents and/or purchase orders.

SECTION 3. This Resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a Resolution authorizing the purchase of two vehicles that will be used in support of the Police Department's Criminal Investigations Division, with an amount not to exceed $105,000.00.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Matthew Stogner, Chief of Police
Nathan Roach, Sergeant

BACKGROUND/HISTORY:
The Duncanville Police Department requires two vehicles to be utilized in the daily operations of the Criminal Investigations Division.

On March 7, 2024, a vehicle was purchased from Friendly Chevrolet for an amount not to exceed $50,000.00. In attempts to identify a vendor for the second vehicle, it was determined that Friendly Chevrolet recently obtained a second needed vehicle. Friendly Chevrolet provided a quote to staff that did not exceed $50,000.00. An informal bid process determined Friendly Chevrolet offered the best value.

The purchase of the second vehicle from Friendly Chevrolet will result in the total expenditures from the vendor for FY24 exceeding $50,000.00; subsequently, this procurement is being brought before the City Council.

POLICY EXPLANATION:
Asset forfeiture funds will be used to purchase two vehicles that will be utilized in the daily operations of the Police Department's Criminal Investigations Division.

FUNDING SOURCE:

ORG and Object Number
05010000-706103 (Federal Asset Forfeiture Fund)

Available Budget	Purchase Amount	After Encumber
$214,433.11	$105,000.00	$109,433.11

ACTION ALTERNATIVES:

1. Approve.
2. Do not approve.
3. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2024-242 - Vehicle Purchases - CID - Pdf

RESOLUTION NO. 2024-242

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, AUTHORIZING THE PURCHASE OF TWO VEHICLES FROM FRIENDLY CHEVROLET THAT WILL BE USED IN SUPPORT OF THE POLICE DEPARTMENT'S CRIMINAL INVESTIGATIONS DIVISION, IN THE EXPENDITURE AMOUNT NOT TO EXCEED $105,000.00; AND AUTHORIZING THE CITY MANAGER AS THE AUTHORIZED OFFICIAL TO EXECUTE ALL DOCUMENTS, AND PROVIDE AN EFFECTIVE DATE.

WHEREAS, it is necessary to immediately purchase two vehicles to be utilized in the daily operations of the Police Department's Criminal Investigations Division; and

WHEREAS, the Duncanville Police Department previously purchased one of the needed vehicles from Friendly Chevrolet, and then later determined the vendor has the second vehicle needed; and

WHEREAS, an informal bid process was conducted and it was determined Friendly Chevrolet is offering the best price for the second vehicle needing to be purchased, which is less than $50,000.00; and

WHEREAS, the purchase of the second vehicle will cause the annual expenditure amount from Friendly Chevrolet to exceed $50,000.00 this fiscal year; and

WHEREAS, the City Council for the City of Duncanville wishes to designate the City Manager as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

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

SECTION 1. That the City Council of the City of Duncanville hereby approves and authorizes an expenditure of an amount not to exceed $105,000.00 using asset forfeiture funds for the procurement of two vehicles to be used in the Police Department's Criminal Investigations Division.

SECTION 2. That the City Council of the City of Duncanville authorizes the City Manager, as the authorized official, to execute the appropriate and necessary documents and/or purchase orders to complete the procurement process with Friendly Chevrolet.

SECTION 3. This resolution shall become effective immediately upon its passage.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

Duncanville
City of Champions

POLICE DEPARTMENT MEMORANDUM

TO: Interim Chief of Police Matthew Stogner

FROM: Sergeant Nathan Roach

SUBJECT: UC Vehicle – Emergency Purchase

DATE: 3/15/2024

This memorandum outlines the necessity for an 'emergency' purchase of a specific vehicle that will be utilized by the Duncanville Police Department's Narcotics Unit.

It should be first noted that the specific vehicle needed is not a standard police vehicle. The vehicle, and certain specifications, have been selected after considering the type of work to be performed with the vehicle, the amount and type of sensitive equipment to be stored and transported, and other unique nuances to undercover work.

It has been determined the specific vehicle needed is not readily available and that stock/inventory is limited. Extensive research has been conducted over the past several months to locate the needed vehicle, and it has been determined that Friendly Chevrolet in Dallas will receive the specific vehicle this week. It should also be noted the pricing offered by Friendly Chevrolet for this vehicle is the lowest found to date.

In addition, the Duncanville Police Department currently contracts with Enterprise to source vehicles used by the Narcotics Unit. In 2024, Enterprise increased the rate, per vehicle, by nearly 300%. This increase has caused the contract with Enterprise to no longer be cost effective; subsequently, creating a need to purchase new vehicles. Prolonging the process of obtaining new vehicles will force the Duncanville Police Department to maintain the contract and ultimately waste funds.

Approved MS#40
3/15/2024

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a resolution authorizing approval of incentive grants by the Duncanville Community & Economic Development Corporation (DCEDC) to DW Cedar Ridge, LLC, in an amount not to exceed $103,747 for buildings located at 102-110 N Cedar Ridge., Duncanville, Texas, 75116.

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Promote: Innovative Ideas for Development and Re-development**
  - **Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.**

STAFF RESPONSIBLE:
Jeremiah Brewer, MPA; Economic Development Coordinator

BACKGROUND/HISTORY:

The City of Duncanville Community and Economic Development Corporation (DCEDC) was formed in 1995. The Board of Directors oversees the DCEDC and allocates funds as part of Duncanville's comprehensive economic development plan. The DCEDC offers a variety of "Design" incentive grants designed to encourage redevelopment and beautification by providing financial resources to business owners for exterior property improvements. These tenets remain focal to the DCEDC economic development incentive policy which has since been revised on July 19th, 2022. The revisions have given the DCEDC more tools to spur economic development.

DCEDC Staff met with representatives from DuWest Realty at ICSC Las Vegas last year to bring development to Duncanville, specifically targeting the revitalization of the City's retail and shopping centers.

Grant money will be paid as a reimbursement after the project is complete. The recipient of the incentive grant must provide a written request including an affidavit of completion to the DCEDC Staff. The Building Permit Staff will then conduct an inspection of workmanship to ensure the project was completed according to all City Codes and Ordinances.

Grant amounts approved by the DCEDC include:

* Demo, Redevelopment, Reuse Grant $ 103,747

Total: $ 103,747

POLICY EXPLANATION:
The application by DW Cedar Ridge, LLC was approved by the DCEDC on February 26, 2024, for incentive grants totaling $103,747.00. The grant requires final approval by the City Council.

FUNDING SOURCE:

ORG and Object Number
12051000 and 708501

Available Budget	**Purchase Amount**	**After Encumber**
$1,861,568.68	$103,747.00	$1,757,821.68

ACTION ALTERNATIVES:
1. Approve the DCEDC incentive grant.
2. Do not approve funding.
3. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2024-230 - DCEDC Grant - DW Cedar Ridge, LLC -- 102-110 North Cedar Ridge Drive - Pdf
Exhibit B-DW Cedar Ridge Complete Application #2

RESOLUTION NO. 2024-230

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF INCENTIVE GRANTS BY THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) TO DW CEDAR RIDGE, LLC, IN AN AMOUNT THAT SHALL NOT EXCEED $103,747.00 FOR BUILDINGS LOCATED AT 102,104,108, AND 110 (102-110) NORTH CEDAR RIDGE DRIVE, DUNCANVILLE, TEXAS 75116; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Duncanville Community & Economic Development Corporation (DCEDC) offers economic development incentive grants to encourage redevelopment and beautification by providing financial resources to business owners for property improvements; and

WHEREAS, DW Cedar Ridge, LLC, occupies the buildings located at 102-110 N. Cedar Ridge Drive, Duncanville, Texas, 75116; and

WHEREAS, DW Cedar Ridge, LLC intends to replace a tenant in their shopping center with the use of additional tenant improvement and leasing commission allowances. These tenant improvement allowances will be disbursed by DW Cedar Ridge, LLC to the new tenant to be used for interior improvements, additional pick up/drive through capabilities for better service, and for the enlargement of grease traps to create an overall inviting atmosphere to all customers. The payment of these incentive grants is contingent on the submission of a bona fide lease agreement from the new tenant to operate in the improved property; and

WHEREAS, the DCEDC Board of Directors voted to affirmatively approve an application of incentive grants that shall not exceed one-hundred three thousand and seven-hundred and forty-seven dollars ($103,747).

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

SECTION 1. That the City Council of the City of Duncanville, Texas, hereby approves the terms and conditions of an incentive by the Duncanville Community and Economic Development Corporation to DW Cedar Ridge, LLC for reimbursement of additional tenant improvement and leasing commission allowances for interior improvements, additional pick up/drive through capabilities for better service, and for the enlargement of grease traps to create an overall inviting atmosphere to all customers. The payment of these incentive grants is contingent on the submission of a bona fide lease agreement from the new tenant to operate in the improved property in an amount not to exceed one-hundred three thousand and seven-hundred and forty-seven dollars

($103,747), which is attached hereto and incorporated herein as Exhibit 'B'; and authorizing the City Manager to execute said grant agreements, after approval as to form by the City Attorney.

SECTION 2. If any provision of this Resolution is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Resolution shall remain in full force and effect.

SECTION 3. That this resolution shall take effect immediately from and after its passage as the law and charter in such cases provide.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

EXHIBIT "B"

Incentives & Grants Assistance Application

Property Owner DW Cedar Ridge, LLC
Mailing Address 4403 N. Central Expy, Ste 110, Dallas, TX 75205
City Dallas State & Zip Texas 75205
Phone 214-720-0004 Fax _____ Email willwalters@duwestrealty.com

Project Representative Will Walters
Mailing Address 4403 N. Central Expy, Ste 200, Dallas, TX 75205
City Dallas State & Zip Texas 75205
Phone 214-675-3665

Business Name DW Cedar Ridge, LLC (DuWest Realty)
Property Address 102-110 N Cedar Ridge Dr., Duncanville, TX 75116
Will You Lease or Own the Property? Own Legal Incorporation (Sole Proprietor, LLC, etc) LLC
Type of Business Real Estate Single-Purpose Entity Years in Business 1
Business Plan and Portfolio Available? Yes (If yes, please attach)

Project Description

The company endeavors to completely remodel the retail building which has not seen significant renovation in 30+ years. We will upgrade the existing facade, re-paint the building, install a new roof because the current one is failing, repair the pavement, upgrade the monument signage and install landscaping (currently none exists). We will also use this renovation to catalyze a re-tenanting of the building to first class tenants that will serve the community for many years. During the re-tenanting process, we will remodel all interior spaces.

Square footage of Project: 5,800 Date Projected for Occupation of Project/Initiation of Operations : 2023-2024

Fiscal Impact / Financial Background

Current Real Property Value $ 930,000
Estimated Property Investment (if applicable) $ 628,531
Current Sales / Gross Receipts / Revenue Generated $ 68,726 gross revenue on property ownership level. Tenant gross receipts estimated at $525,000
Additional Revenue to be Generated from Business Expansion (if applicable) $ Additional $2,000,000 of tenant gross receipts estimated after re-tenanting
Sales Growth Expectations: Year One $250,000 Year Two $750,000 Year Three $1,000,000
Projected Total Annual Operating Budget of this Facility $ $66,000
Business Liabilities $ n/a
What infrastructure construction would be required? We will enclose one of the two curb cuts on Cedar Ridge Dr. to allow for more functional parking

Interior Investments $ $232,000 (some to be partially funded by tenants) Exterior Investments $ $457,631

Are you entering into a Loan? Yes If yes, please answer the following:
Loan Amount $ $445,000
Down Payment $ $574,000
Construction Price of Improvements or Buildings $ $822,131 of construction costs estimated in remodel, roof replacement and tenant finish (some to be partially funded by tenants)
Lending Institution Liberty Capital Bank
Lender's Address 5055 Keller Springs Rd., Suite 120, Addison, Texas 75001
Lender's Contact Person Nathan Robinson (nrobinson@libertycapitalbank.com)

Employment Impact

Total Number of Jobs ~45 Total Annual Payroll $ Estimated $2,700,000
Type of Jobs Created Retail business owners and employees, waiters, cooks, maintenance staff servicing the building

Percentage of Employees who will be Duncanville Residents Estimated ~90%
Number of Full-time Employees ~30 Number of Part-time Employees ~15

EXHIBIT "B"

IMPORTANT PARTICIPATION REQUIREMENTS FOR *EACH GRANT*:

- Applicant's buildings must be subject to property taxes.
- Work cannot have started prior to submitting a completed application.
- Only fully completed applications will be eligible for consideration.
- All City/State laws, ordinances, and policies must be followed.
- The applicant must submit a current photo and a schematic/rendering of the property requiring the grant.
- 3 detailed bids; Duncanville businesses are preferred if the service is offered locally.
    - Bid information should also include the following:
        - Business Name
        - Contact Name
        - Contact Phone Number
        - Business Address
        - Cost of Services
- Grants, by default, are paid as a ***REIMBURSEMENT*** unless otherwise agreed upon.
- The City will take a "Before" photo of the property. After the **PAID Invoice** has been submitted, the City will inspect the work and take an "After" photo for comparison prior to issuing funds.
- An ***Attestation of Completion of Work*** will be required when requesting the grant disbursement.
- The approved project must be completed within six (6) months of City Council approval date, or the applicant will be required to present a project update to the DCEDC Board in order to ensure continued funding of project.
- The project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary.
- Project funding is not a guarantee and is at the discretion of the DCEDC Board and the City Council.

TYPE OF INCENTIVE GRANTS: *Place a check mark in the corresponding box of the grant(s) you are applying for.*

☐ Sales Tax Grant

Amount Requested $ _____

Estimated Annual Sales Generated $ _____

Program Specifications:

1. New and existing businesses may qualify for a rebate grant based on a percentage of sales received by the City.
2. Sales Tax Grants are for a maximum of ten (10) years.
3. Grants are paid in annual installments within ninety (90) days after the end of each twelve-month calendar period following the issuance of a certificate of occupancy or other commencement date if no certificate of occupancy is required.

☐ Business Retention and Expansion Grant

Amount Requested $ _____

Program Specifications:

1. Duncanville businesses operating within City limits for at least three (3) years that are at-risk of relocating or are looking to expand business operations outside of Duncanville are eligible for up twenty-five hundred dollars ($2,500) per full-time employee making at least eighty-percent (80%) of the Dallas County median wage.
2. To qualify, businesses must prove through a bonafide incentive offer or pending lease agreement that they are seeking relocation or expansion outside of Duncanville. A notarized attestation may substitute the lease or incentive agreement.

☐ Paint Grant

Amount Requested $ _____

Program Specifications:

1. The Paint Grants were established to assist small business owners with refurbishing the exterior of a commercial building in need of fresh paint.
2. Eligible costs include: Supplies, cost to appropriately prepare surfaces of the building, and labor costs.
3. Only buildings that have been previously painted and need to be repainted qualify for a grant unless special circumstances arise.
4. New construction projects are not eligible.
5. Buildings can only qualify every five (5) years for a paint grant unless special circumstances arise.

Attach the following documentation to the application:

1. Current photo of building.
2. A sketch, drawing, architectural rendering, or computer image of the proposed building or a current photo of the building that shows where the different paint colors will be applied.
3. Color samples of proposed paint. Be sure to identify brand/name/number of color.

EXHIBIT "B"

☐ **Landscape Grant** Amount Requested $ _____

Program Specifications:

1. Landscape Grants were established to broaden the City's focus on curb appeal and encompass Duncanville's business corridors.
2. Eligible costs include: Materials, labor costs, permit/tap fees.
3. Plants must be perennials.
4. Drought tolerant and/or Texas native plants are encouraged.
5. Properties can only qualify every five (5) years for a landscaping grant unless special circumstances arise.

Attach the following documentation to the application:

1. A photo of the current landscaping and property.
2. A sketch, drawing, architectural rendering, or computer image of proposed landscape including a list of all plants to be used.
3. Contractor license irrigation number on each bid. A working irrigation system is required for a Landscape Participation Grant.
4. A letter describing how your company plans to maintain the landscaping.

☐ **Signage Grant** Amount Requested $ _____

Program Specifications:

1. Signage Grants were established to assist small existing business owners with the costs associated with replacing and updating nonconforming signs to the City's current standards, or new signs for existing businesses that have been at the current location for a minimum of one (1) year, or for new businesses that have been in business outside the city limits for a minimum of three (3) years.
2. Eligible costs include sign, labor costs, sign permit fee.
3. A City of Duncanville sign permit is required in order to receive reimbursement for the sign.

Attach the following documentation to the application:

1. A current photograph of the business showing the sign to be replaced.
2. A sketch, drawing or computer image of proposed new signage.

☐ **Façade and Architectural Improvement Grant** Amount Requested $ _____

Program Specifications:

1. The architectural aesthetic and beauty of the façade of a building enhances property values and encourages people to visit Duncanville.
2. The DCEDC will consider all Façade and Architectural Improvement Grants that enhance that façade and beautifies the building and surrounding area.

☐ **Pavement Grant** Amount Requested $ _____

Program Specifications:

1. The paving and repaving of impervious surfaces is one of the most expensive and frequent barriers to the redevelopment of commercial locations.
2. The DCEDC shall consider incentives to assist in the repaving of impervious surfaces to bring them up to code and safety standards to ensure code compliance promote business expansion and investment.

☒ **Demo, Redevelopment, Reuse Grant** Amount Requested $ 103,747

Program Specifications:

1. Applicant's buildings must be subject to property taxes and applicant must be current on all taxes.
2. Applicant must agree to demolish, redevelop, or renovate the existing residential or commercial structure and build back a structure of greater value at the same location.
3. Applications must be submitted with an estimated project budget documentation and approved by the DCEDC and/or City Council before projects are started.
4. Rebuild, redevelopment, reuse, or renovations must equate to at least 51% of the most recent August 1 Dallas County Appraisal District assessed value.
5. Residential and Commercial structures must be built back in accordance with the agreement signed with the City or the incentive will be forfeited and any funds dispersed must be returned to the City within a reasonable timeframe not to exceed six (6) months or the City is entitled to pursue legal action to recover said funds and reasonable attorneys' fees and expenses incurred by reason of such action.
6. All applications must include renderings (site plans) of the proposed project and include the current value of the property and the proposed value of the demo, redevelopment, or reuse.
7. Demo, Redevelopment, or Reuse of the building must be completed within twelve (12) months of receiving the building permit to be eligible for the reimbursement of the incentive.
8. For single-family projects, ownership must be transferred to an individual that will occupy the home within two years of project completion.

EXHIBIT "B"

☐ **Infrastructure Grant** Amount Requested $ _____

Program Specifications:

1. Type B EDC's may assist in the development of infrastructure that has a public benefit.
2. Eligible costs include exterior water and sewer improvements, grease traps, and street and drainage related improvements.

Attach the following documentation to the application:

1. Stamped engineering plans that outline in detail the scope of work.

☐ **Other Incentive**_____ Amount Requested $ _____

_____

_____

Total Grant Amount Requested $ 103,747

******If all requirements are not followed, the DCEDC Board has the authority to reject the grant request as well as not issue the grant funds for approved requests.***

AGREEMENT: I hereby certify that, to the best of my knowledge, all information submitted in the above Incentives & Grants Application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of 30 days and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. A Letter or Attestation of Completion of Work must be submitted to the City. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

Printed Name Will Walters **Date** February 6 2024

Signature _____

Duncanville
City of Champions

City of Duncanville
Economic Development
203 E. Wheatland Road
Duncanville, TX 75116
972.780.5090
www.DuncanvilleEDC.com

EXHIBIT "B"

DUWEST
CREATING · ENHANCING · PROTECTING · VALUE

February 6, 2024

Mrs. Leah Carter
Economic Development Manager – City of Duncanville
203 E. Wheatland Rd.
Duncanville, Texas 75116

RE: Duncanville EDC – FUNDING PROPOSAL

Dear Mrs. Carter,

As you know, our company DuWest Realty owns the entity DW Cedar Ridge, LLC, which recently took ownership of the retail building on the northeast corner of Center St. and N. Cedar Ridge Dr. (102-110 N Cedar Ridge). For the last 45+ years, this building has been owned by the same partnership who had not invested adequately in the building and has not pursued tenants that elevate the corner. Since we have owned the building, we have been able to revitalize this center by upgrading the building (including a new roof, new tenant signage, new HVAC units, lighting, glass windows, façade work, installing landscaping, and enclosing one of the two Cedar Ridge curb cuts.) These upgrades will enable us to bring in high quality tenants over the coming years and the center will become a much better amenity to the Duncanville residents.

I believe our interests are aligned in what we want the building to become, and our leasing team has had much interest expressed in the building's vacancies, especially as renovations are nearing completion. We have one restaurant regional tenant at lease (this would be their third location, with major expansion plans) and another regional pizza restaurant chain (32 locations) currently interested in the former Papa John's space.

In this proposal, I have outlined additional tenant needs where our budget now falls short, particularly as it comes to the interior remodel of tenant spaces.

ADDITIONAL FUNDING PROPOSAL

Tenant Improvements / Leasing Commissions

In our initial analysis, we budgeted $96,000 for the tenant allowance and $36,500 for leasing commissions.

EXHIBIT "B"

In our budget, we had not assumed payment of any tenant improvement allowance or commissions for the Liberty Tax space. Unfortunately, they were an inferior tenant who chose to vacate at the end of 2023. While we think we can upgrade the tenant, we will now need to pay for a new tenant's TI and LC. Moreover, based on our initial feedback from restaurant users on this site, these regional restaurant chains need additional TI dollars from the Landlord in order to elevate the interior, add pick up/drive through capabilities for better service, enlarge grease traps and create an overall inviting atmosphere to all customers. In order to attract these high quality tenants to the retail center, the landlord has to offer higher TI packages so these tenants will select our site as their top choice. In providing higher TI packages to these high quality tenants, in return, we will be able to bring new, exciting dining options to the City of Duncanville.

In total, our request for EDC funding totals to $103,747 (highlighted below) to accommodate the additional tenant improvement and leasing commission allowances due to restaurant requirements and the loss of Liberty Tax:

Project Budget			Budgeted	Anticipated Costs	Difference
Purchase Price	$	162.39	$ 930,000	$ 930,000	$ 930,000
Tenant Improvements Reserve (YR 1-5)	$	16.76	$ 96,000	$ 158,635	$ (62,635)
Leasing Commissions Reserve (YR 1-5)	$	6.37	$ 36,500	$ 77,612	$ (41,112)
Loan Cost (100 BPS)	$	1.40	$ 8,000	$ 8,000	$ -
Lender's Appraisal	$	0.46	$ 2,650	$ 2,650	$ -
Roof Replacement	$	7.50	$ 42,938	$ 74,244	$ (31,306)
HVAC Allowance	$	5.24	$ 30,000	$ 30,000	$ -
Capital Expense Upgrades*	$	11.79	$ 67,500	$ 303,387	$ (235,887)
Architectural	$	1.75	$ 10,000	$ 10,000	$ -
Legal	$	1.08	$ 6,200	$ 6,200	$ -
Third Party Costs	$	0.63	$ 3,600	$ 3,600	$ -
Misc Closing Cost	$	0.70	$ 4,000	$ 4,000	$ -
Acquistion Fee	$	2.44	$ 13,950	$ 13,950	$ -
Capex Reserve (Misc)	$	2.62	$ 15,000	$ 15,000	$ -
Project Cash Flow Reserve	$	4.37	$ 25,000	$ 25,000	$ -
Total Acquisition Cost	$	225.48	$ 1,291,338	$ 1,662,278	$ (370,940)

Breakdown of TI / LC				
Tenant	TI PSF	TI	Leasing Commissions	
Taco City Y Mas	$	35.00	$ 87,500	$ 50,333
Papa John's Replacement	$	35.00	$ 43,295	$ 15,586
Liberty Tax Replacement	$	30.00	$ 27,840	$ 11,693
Total			$ 158,635	$ 77,612

EXHIBIT "B"

I look forward to your feedback and please do not hesitate to reach out if you have any questions. I hope we can work together to bring this building back to a focal point on the corner of Center and Cedar Ridge.

Sincerely,

Will Walters
Partner – Investment Services
DuWest Realty
4403 N. Central Expy., Ste. 300
Dallas, Texas 75205

P: 214-675-3665
E: willwalters@duwestrealty.com

EXHIBIT "B"

CEDAR RIDGE RETAIL SHOPS - BEFORE



EXHIBIT "B"

CEDAR RIDGE RETAIL SHOPS – AFTER (RENDERING)



EXHIBIT "B"

CEDAR RIDGE RETAIL SHOPS – AFTER WITH LANDSCAPING (RENDERING)



FACADE UPGRADES

BEFORE



AS OF 2/6/2024



NEW ROOF/NEW HVAC UNITS

BEFORE



AS OF 2/6/2024



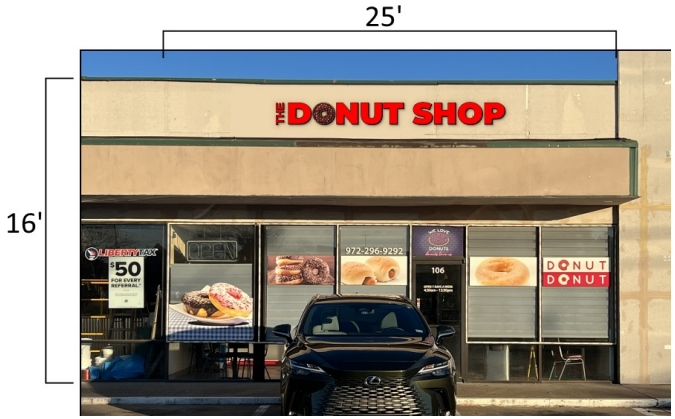
DONUT SHOP SIGN UPGRADE

BEFORE



AFTER





STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Consider a resolution authorizing approval of incentive grants by the Duncanville Community and Economic Development Corporation (DCEDC) to DS0910 Smoothies, LLC, in an amount not to exceed $163,000.00 for a building located at 103 N. Cedar Ridge Drive, Ste. 100, Duncanville, Texas, 75116

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Promote: Innovative Ideas for Development and Re-development**
  - **Pursue a diverse and robust economy through various business, housing, and employment opportunities that encourage forward-thinking community and economic development.**

STAFF RESPONSIBLE:
Jeremiah Brewer, MPA; Economic Development Coordinator

BACKGROUND/HISTORY:
The City of Duncanville Community and Economic Development Corporation (DCEDC) was formed in 1995. The Board of Directors oversees the DCEDC and allocates funds as part of Duncanville's comprehensive economic development plan. The DCEDC offers a variety of "Design" incentive grants designed to encourage redevelopment and beautification by providing financial resources to business owners for exterior property improvements. These tenets remain focal to the DCEDC economic development incentive policy which has since been revised on July 19th, 2022. The revisions have given the DCEDC more tools to spur economic development.

Grant money will be paid as a reimbursement after the project is complete. The recipient of the incentive grant must provide a written request including an affidavit of completion to the DCEDC Staff. The Building Permit Staff will then conduct an inspection of workmanship to ensure the project was completed according to all City Codes and Ordinances.

Grant amounts approved by the DCEDC include:

*Paint Grant - $8,000.00
*Landscape Grant - $20,000.00
*Signage Grant - $25,000.00

*Façade and Architectural Improvement Grant - $20,000.00
*Demo, Redevelopment, Reuse Grant - $90,000.00

Total: $163,000.00

POLICY EXPLANATION:
The application by DS0910 Smoothies, LLC was approved by the DCEDC on February 26, 2024, for incentive grants totaling $163,000.00. The grant requires final approval by the City Council.

FUNDING SOURCE:

ORG and Object Number
12051000 and 708501

Available Budget	**Purchase Amount**	**After Encumber**
$1,757,821.68	$163,000.00	$1,594,821.68

ACTION ALTERNATIVES:
1. Approve the DCEDC incentive grant.
2. Do not approve funding.
3. Other actions as directed by Council.

ATTACHMENTS:
Resolution No. - 2024-231 - DCEDC Grant - DS0910 Smoothies, LLC
Exhibit A - DS0910 Smoothies, LLC Incentive Application

RESOLUTION NO. 2024-231

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DUNCANVILLE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF INCENTIVE GRANTS BY THE DUNCANVILLE COMMUNITY AND ECONOMIC DEVELOPMENT CORPORATION (DCEDC) TO DS0910 SMOOTHIES, LLC, IN AN AMOUNT THAT SHALL NOT EXCEED $163,000.00 FOR A BUILDING LOCATED AT 103 NORTH CEDAR RIDGE DRIVE, STE. 100, DUNCANVILLE, TEXAS 75116; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Duncanville Community & Economic Development Corporation (DCEDC) offers economic development incentive grants to encourage redevelopment and beautification by providing financial resources to business owners for property improvements; and

WHEREAS, DS0910 Smoothies, LLC, occupies a building located at 103 N. Cedar Ridge Drive, Ste. 100, Duncanville, Texas, 75116; and

WHEREAS, DS0910 Smoothies, LLC intends to make improvements to the façade, architecture, signage, paint, landscaping, and demolition for the redevelopment of the building and the creation of a drive-thru; and

WHEREAS, the DCEDC Board of Directors voted to affirmatively approve an application of incentives for paint in an amount not to exceed eight-thousand dollars ($8,000), landscaping in an amount not to exceed twenty-thousand dollars ($20,000), signage grants in an amount not to exceed twenty-five thousand dollars ($25,000), façade and architectural improvement grants in an amount not to exceed twenty-thousand dollars ($20,000), and demolition, reuse, and redevelopment grants for the creation of a drive-thru in amount not to exceed ninety-thousand dollars ($90,000) for an incentive grant package totaling one-hundred and sixty-three thousand dollars ($163,000).

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

SECTION 1. That the City Council of the City of Duncanville, Texas, hereby approves the terms and conditions of an incentive by the Duncanville Community and Economic Development Corporation to DS0910 Smoothies, LLC for reimbursement of improvements DS0910 Smoothies, LLC intends to make improvements to the façade, architecture, signage, paint, landscaping, and demolition for the redevelopment of the building and for the creation of a drive-thru in an amount not to exceed one-hundred and sixty-three thousand dollars ($163,000), after approval as to form by the City Attorney.

SECTION 2. If any provision of this Resolution is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Resolution shall remain in full force and effect.

SECTION 3. That this resolution shall take effect immediately from and after its passage as the law and charter in such cases provide.

DULY RESOLVED AND ADOPTED by the City Council of the City of Duncanville, Texas, on the 16th day of April, 2024.

APPROVED:

_____

Barry L. Gordon, Mayor

ATTEST:

_____

Chiquita Taylor, City Secretary

APPROVED AS TO FORM:

_____

Robert E. Hager, City Attorney

EXHIBIT "A"

CITY OF DUNCANVILLE
POLICY STATEMENT AND GUIDELINES
FOR
ECONOMIC DEVELOPMENT GRANTS
AND TAX ABATEMENTS

I. GENERAL PURPOSE AND OBJECTIVES

The City of Duncanville is committed to the promotion and retention of sustainable high-quality development in all parts of the City; Insofar as these objectives are generally served bythe enhancement and expansion of the local economy, the City of Duncanville will give consideration to providing grants and tax abatements as an incentive for economic development in Duncanville. It is the policy of the City ofDuncanville that said consideration will be provided in accordance with the procedures and criteria outlined in this document. Nothing herein shall imply or suggest that neither the City of Duncanville nor the Duncanville Community and Economic Development Corporation (DCEDC) is under any obligation to provide a grant or tax abatement to any applicant. All applicants shall be considered on a case-by-case basis. **The Duncanville City Council has final approval of all incentive agreements.**

II. DEFINITIONS

A. **"**Abatement" means the full or partial exemption of ad valorem taxes for eligible properties in a reinvestment zone designated as such for economic development purposes.

B. "Agreement" means a contractual agreement between a property owner and a taxing jurisdiction for the purpose of tax abatement.

C. "Base Year Value" means the assessed value of the applicant's property located in a designated reinvestment zone, on January 1 of the agreement year, plus the agreed upon value of property improvements made after January 1, but before execution of the agreement.

D. "Economic Life" means the number of years a property improvement is expected to be in service in a facility.

E. "Expansion" means the addition of buildings, structures, fixed machinery, or equipment to be in service in a facility.

F. "Facility" means property improvements completed or in the process of construction, which together comprise an integral whole.

G. “Modernization” means the replacement and upgrading of existing facilities, which increases the productive input or output, updates the technology, or substantially lowers the unit cost of operation, and extends the economic life of the facility. Modernization may result from the construction, alteration, or installation of buildings, structures, fixed machinery, or equipment. It shall not be for the purpose of reconditioning, repairing, refurbishing, or completion of deferred maintenance.

H. “New facility” means a property previously undeveloped that is placed into service by means other than expansion or modernization.

I. “Reinvestment Zone” is an area designated as such for the purpose of tax abatement as authorized by Texas Property Tax Code (V.T.C.A. TX ‘312.001 et seq).

J. “Full Time Job” means employment is presumed to be at least 35 hours per week.

K. “Cash Grant” is money given through a contractual performance or 380 agreement from the DCEDC or City to new, expanding, and relocating companies, which are planning to make a new investment in Duncanville.

L. “Incentive” is any payment or concession used to stimulate business expansion, modernization, redevelopment, or attraction of new businesses.

M. “Sales and Use Tax” means the City’s 1.5% and the DCEDC’s 0.5% sales and use tax.

N. “Sales Tax Receipts’’ means the City’s and DCEDC’s receipts from the State of Texas from the collection of sales and use tax by Duncanville businesses.

O. “Capital Cost” means fixed, one-time expenses incurred on the purchase of land, buildings, construction, and equipment used in the production of goods or in the rendering of services.

IIII. AUTHORIZATION

Any request for a grant or tax abatement shall be reviewed and approved by the City Council. Duncanville Community and Economic Development Corporation (DCEDC) will make recommendations to the City Council when appropriate as set forth in the following document.

EXHIBIT "A"

IV. EVALUATION CRITERIA

DCEDC's recommendations and the City Council's approval shall be based upon, but not limited to, an evaluation of the following criteria.

Employment Impact

Projects should have a positive impact on the labor shed of Duncanville and provide opportunities for gainful employment.

- How many jobs will be brought to Duncanville?
- What types of jobs will be created?
- What will the total annual payroll be?
- What will be the average salaries of the employees and management?

Fiscal Impact

Projects should have a positive impact on the tax base of Duncanville by enhancing the potential property values, sales tax, and other tax opportunities of the city.

- How much real and personal property value will be added to the tax rolls?
- How much direct sales tax and hotel occupancy tax will be generated?
- How will this project affect existing businesses and/or office facilities?
- What infrastructure construction would be required?
- What is the total annual operating budget of the facility?

Community Impact

Projects should be considerate of the Duncanville community and work to accommodate and enhance the community vision by conforming with strategic and comprehensive plans and meet community vision and expectations.

- What effect will the project have on the local housing market?
- What environmental impact, if any, will be created by the project?
- How compatible is the project with the City's comprehensive plan?
- How compatible is the project with the Main Street Vision?
- Does the project follow sustainable development principles?

Additional Impact

- What funds are available to the DCEDC for the current year as well as future years?
- Does the project support the mission of the DCEDC?
- What other future projects are being proposed?

EXHIBIT "A"

General Participation Requirements

1. Applicant's buildings must be subject to property taxes.

2. Applications must be submitted and received by the DCEDC or City Staff before the project is started.

3. All applicants must make a goodwill effort to provide three bids for work they are requesting incentive or grant assistance for. A goodwill effort must also be made to procure bids locally from a Duncanville business.

4. The approved project must be completed within six (6) months of City Council approval date, or the applicant will be required to present a project update to the DCEDC Board.

5. All projects must comply with all local ordinances and state and federal laws.

6. All applications must include rendering, swatches, and/or samples.

V. INCENTIVE AND GRANT OVERVIEW

The design of a total incentive package is intended to allow maximum flexibility in addressing the unique aspects of each applicant while enabling the City to better respond to the changing demands and needs of the community. The City and the DCEDC will consider providing any type of economic development incentives not prohibited by state or federal law.

VI. TYPES OF INCENTIVES

The City Council and/or DCEDC may consider criteria other than that set forth in these guidelines, including but not limited to, such matters as the relative degree to which the project/applicant furthers the goals and objectives of the community or meets or compliments a special need identified by the City or the DCEDC.

A. Chapter 380 Agreements

Chapter 380 of the Local Government Code authorizes municipalities to offer incentives designed to promote economic development such as commercial and retail projects. Specifically, it provides for offering loans and grants of city funds or services at little or no cost to promote state and local economic development and to stimulate business and commercial activity.

B. Type B Economic Development Corporation

Texas Type B Economic Development Corporations are permitted to use sales

tax dollars for any project under Type A rules as well. Qualified expenditures include, but are not limited to, funding for land, buildings, equipment, facilities, expenditures, targeted infrastructure improvements. Sports and athletic facilities, tourism, entertainment, convention, parks, retail, and restaurants are also included.

C. Tax Abatements

Tax abatements will be available for both new facilities and structures and for expansion or modernization of existing facilities and structures.

D. Sales Tax Grants

For new Duncanville businesses or business expansions, the City and/or the DCEDC may contract with an applicant to provide an economic development incentive consisting of annual grants based on a percentage of the sales and use tax receipts received by the City and the DCEDC from the sale of taxable items. The City is authorized by Section 380.001, Local Government Code to provide such grants. The DCEDC is authorized by the Development Corporation Act to provide such grants.

The applicant by contract will be required to provide a sales tax certificate setting forth the applicant's collection of sales and use tax for the sale of taxable items at the applicant's Duncanville business for the previous ending twelve calendar month period, together with such supporting documentation as required by the City and the DCEDC.

The DCEDC will make a recommendation for a sales tax grant to City Council. The City Council will have final approval of the grant.

Sales tax grants are for a maximum period of ten (10) years in an amount equal to a percentage of the received applicant's Duncanville sales tax receipts. Sales tax grants are paid in annual installments within ninety (90) days after the end of each twelve-calendar month period following the issuance of the certificate of occupancy for the facility, or other commencement date if no certificate of occupancy is required.

E. Cost Participation in Infrastructure and Waiver of Development Fees

The City and/or the DCEDC may, by contract, agree to participate in the cost of the extension, construction, or reconstruction of public infrastructure necessary for the development of a project. In addition, the City may approve the waiver of permit and development fees. Grants will be screened by the incentive application submitted and a return on investment analysis.

F. Economic Development Cash Grants

The City and/or the DCEDC may, by contract, make available cash grants to new, expanding, and relocating companies which are planning to make a new investment in Duncanville. Grants will be screened by the incentive application submitted and a return on investment analysis. These grants may be used for facility renovation, site preparation, engineering studies, or any other use needed by a new, expanding or relocating business.

G. Business Retention and Expansion Cash Grants

The City and/or DCEDC may offer two-hundred-and-fifty-thousand dollars ($250,000) maximum each Fiscal Year in Business Retention and Expansion Cash Grants. Duncanville businesses operating within City limits for at least three (3) years that are at-risk of relocating or are looking to expand business operations outside of Duncanville are eligible for up twenty-five hundred dollars ($2,500) per full-time employee making at least eighty-percent (80%) of the Dallas County median wage. To qualify, businesses must prove through a bonafide incentive offer or pending lease agreement that they are seeking relocation or expansion outside of Duncanville. A notarized attestation may substitute the lease or incentive agreement.

H. Freeport Exemption Incentive

The City of Duncanville has not adopted the Freeport Exemption as provided by the Texas Constitution, Article VIII, Section 1-j and section 11.251 of the Tax Code. The City instead adopted a model form of the agreement. The City may grant a new business that relocates to the City of Duncanville an equivalent of the Freeport Exemption for its property if the business receives a Freeport Exemption from Dallas County and/or the Duncanville Independent School District. Under the form model, the City contracts with the applicant to provide an annual grant in the amount equal to the ad valorem taxes that the recipient would have received if the City had adopted the Freeport Exemption for the tax year. The City may condition the incentive upon the creation of employment, construction of improvements, certain development, continued operations for a stated period, or other public considerations.

I. Design Incentive Program

The Design Incentive Program consists of five different grants including paint, signage, landscaping, façade, and pavement.

- Paint Grants

  The Paint Grants were established to assist small business owners with refurbishing the exterior of a commercial building in need of fresh paint.The following details outline the grant specifics.

1. Eligible costs include: Supplies, cost to appropriately prepare surfaces of the building, and labor costs.
2. Only buildings that have been previously painted and need to be repainted qualify for a grant unless special circumstances arise.
3. New construction projects are not eligible.
4. Buildings can only qualify every five (5) years for a paint grant unless special circumstances arise.

- Signage Grant

Signage Grants were established to assist small existing business owners with the costs associated with replacing and updating nonconforming signs to the City's current standards, or new signs for existing businesses that have been at the current location for a minimum of one (1) year, or for new businesses that have been in business outside the city limits for a minimum of three (3) years.

1. Eligible costs include: Sign, labor costs, sign permit fee.

- Landscape Grants

Landscape Grants were established to broaden the City's focus on curb appeal and encompass Duncanville's business corridors.

1. Eligible costs include: Materials, labor costs, permit/tap fees.
2. Plants must be perennials.
3. Drought tolerant and/or Texas native plants are encouraged.
4. Properties can only qualify every five (5) years for a landscaping grantunless special circumstances arise.

- Façade and Architectural Improvement Grants

The architectural aesthetic and beauty of the façade of a building enhances property values and encourages people to visit Duncanville. The DCEDC will consider all Façade and Architectural Improvement Grants that enhance the façade and beautifies the building and surrounding area.

- Pavement Grants

The paving and repaving of impervious surfaces is one of the most expensive and frequent barriers to the redevelopment of commercial locations. The DCEDC shall consider incentives to assist in the repaving of impervious surfaces to bring them up to code and safety standards to ensure code compliance promote business expansion

and investment.

J. Commercial and Residential Demo, Redevelopment, and Reuse Program

The Commercial and Residential Demo, Redevelopment, and Reuse Program encourages redevelopment of distressed commercial and residential properties by providing financial resources to property owners to demo, redevelopment, or reuse existing structures and replace them with a higher quality and higher economically sustainable valued projects. The program also aims to bring non-conforming properties up to code compliance. To qualify for either of these grants, a building owner or homeowner must meet the general participation program requirements as well as the individual grant requirements. The DCEDC will evaluate each commercial application and make recommendations to the City Council. The City Manager or designee will evaluate each residential application and make recommendations to the City Council. The City Council will make the final approval on all grants. Applications will be reviewed and considered contingent on the availability of funds and approval at the discretion of the DCEDC and City Council.

Commercial and Residential Demo, Redevelopment, and Reuse Program Requirements

1. Applicant's buildings, single-family, and multi-family homes must be subject to property taxes and applicant must be current on all taxes.

2. All incentive recipients will be required to enter into an agreement to participate in the program.

3. Applicant must agree to demolish, redevelop, or renovate the existing residential or commercialstructure and build back a structure of greater value at the same location.

4. Applications must be submitted with an estimated project budget documentation and approved by the DCEDC and/or City Council before projects are started. Rebuild, redevelopment, reuse, or renovations must equate to at least 51% of the most recent August 1 Dallas County Appraisal District assessed value

5. Residential and Commercial structures must be built back in accordance with the agreement signed with the City or the incentive will be forfeited and any funds dispersed must be returned to the City within a reasonable timeframe not to exceed six (6) months or the City is entitled to pursue legal action to recover said funds and reasonable attorneys' fees and expenses incurred by reason of such action.

6. All projects must comply with all local ordinances and state and federal

laws.

7. All applications must include renderings (site plans) of the proposed project and include the current value of the property and the proposed value of the demo, redevelopment, or reuse

8. Demo, Redevelopment, or Reuse of the building must be completed within twelve (12) months of receiving the building permit to be eligible for the reimbursement of the demolition incentive.

9. All City Ordinances and State Laws must be followed to be eligible for the reimbursement grant during the construction process or funds will be forfeited and clawbacked.

10. For single-family grants, developers and builders must transfer ownership an individual that will occupy the single-family home within two years of project completion or forfeit the grant and the city may clawback any dispersed funds.

VII. APPLICATIONS MUST BE SUBMITTED BEFORE WORK COMMENCES FOR INCENTIVES TO BE ISSUED.

VIII. APPLICATION PROCEDURE

Any person, organization, or corporation desiring the City or DCEDC consider providing tax abatements or other incentives to encourage location or expansion of operations within the city limits of Duncanville shall be required to comply with the following procedural guidelines.

Preliminary Application Steps

1. Applicant shall complete the attached "Economic Development Incentive Application."

2. Applicant shall answer all application questions and provide additional information in a letter format.

3. Applicant shall prepare a plat showing the precise location of the property, all roadways within five-hundred (500) feet of this site, and all existing land uses and zoning within five-hundred (500) feet of the site.

4. If the property is described by metes and bounds, a complete legal description must be provided.

5. Applicant must complete the entire application and submit it to the attention of the Duncanville Community and Economic Development Corporation. Applications may also be submitted via email to eco@duncanville.com or by

hand-delivery to Duncanville City Hall, 203 E. Wheatland, Duncanville, TX 75116.

Application Review Steps

1. All information in the application package detailed above will be reviewed for completeness and accuracy. Additional information may be requested as needed.

2. Once the Economic Development Department receives all needed information and it is determined the project qualifies for the consideration of an incentive, copies of the completed application and staff comments will be provided to the City Council and the DCEDC as specified in this policy. The DCEDC and City of Duncanville are not obligated to provide financial incentive assistance.

Consideration of the Application

1. A completed application will be submitted to DCEDC staff. Supporting documentation, such as bids for work or site plans, may be requested by DCEDC staff prior to presentation and consideration by the DCEDC board.
2. The DCEDC may consider making a recommendation to the City Council for the consideration of an incentive grant as outlined in this policy.

3. The Duncanville City Council may consider adoption of a resolution or ordinance approving the terms and conditions of an incentive grant agreement between the City, DCEDC, and the applicant as outlined in this policy.

4. Approved incentive grant funding is disbursed on a reimbursement basis after work has been completed and receipts have been submitted.

Adopted by:
DCEDC
06/22/22
City Council
07/19/22

Incentives & Grants Assistance Application

EXHIBIT "A"

Property Owner Jim Connor - DAUM Commercial Real Estate Services
Mailing Address 21820 Burbank Blvd. Suite 130
City Woodland Hills State & Zip CA 91367
Phone 805 660 2884 Fax _____ Email james.connor@duamcommercial.com

Project Representative Dallas Maloney
Mailing Address Southwest Construction INC
City Ponder State & Zip TX 76259
Phone 817-925-8985

Business Name Smoothie King
Property Address 103 N Cedar Ridge Dr. Suite 100, Duncanville, TX 75116
Will You Lease or Own the Property? lease Legal Incorporation (Sole Proprietor, LLC, etc) DS0910 Smoothies LLC
Type of Business Smoothie bar Years in Business 4 Years
Business Plan and Portfolio Available? N/A (If yes, please attach)

Project Description

Square footage of Project: 15 Date Projected for Occupation of Project/Initiation of Operations 6/24

Fiscal Impact / Financial Background
Current Real Property Value $ _____
Estimated Property Investment (if applicable) $ 350,000
Current Sales / Gross Receipts / Revenue Generated $ 1,342,000
Additional Revenue to be Generated from Business Expansion (if applicable) $ 80,000
Sales Growth Expectations: Year One 700,000 Year Two 730,000 Year Three 760,000
Projected Total Annual Operating Budget of this Facility $ 300,000
Business Liabilities $ _____
What infrastructure construction would be required? _____
Interior Investments $ _____ Exterior Investments $ _____

Are you entering into a Loan? No If yes, please answer the following:
Loan Amount $ _____
Down Payment $ _____
Construction Price of Improvements or Buildings $ _____
Lending Institution _____
Lender's Address _____
Lender's Contact Person _____

Employment Impact
Total Number of Jobs 20-30 Total Annual Payroll $ 200,000 - 260,000
Type of Jobs Created Team Members, Shift Managers, General Manager
Percentage of Employees who will be Duncanville Residents 100%
Number of Full-time Employees 4 Number of Part-time Employees 16

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IMPORTANT PARTICIPATION REQUIREMENTS FOR *EACH GRANT*:

- Applicant's buildings must be subject to property taxes.
- Work cannot have started prior to submitting a completed application.
- Only fully completed applications will be eligible for consideration.
- All City/State laws, ordinances, and policies must be followed.
- The applicant must submit a current photo and a schematic/rendering of the property requiring the grant.
- 3 detailed bids; Duncanville businesses are preferred if the service is offered locally.
    - Bid information should also include the following:
        - Business Name
        - Contact Name
        - Contact Phone Number
        - Business Address
        - Cost of Services
- Grants, by default, are paid as a ***REIMBURSEMENT*** unless otherwise agreed upon.
- The City will take a "Before" photo of the property. After the **PAID Invoice** has been submitted, the City will inspect the work and take an "After" photo for comparison prior to issuing funds.
- An ***Attestation of Completion of Work*** will be required when requesting the grant disbursement.
- The approved project must be completed within six (6) months of City Council approval date, or the applicant will be required to present a project update to the DCEDC Board in order to ensure continued funding of project.
- The project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary.
- Project funding is not a guarantee and is at the discretion of the DCEDC Board and the City Council.

TYPE OF INCENTIVE GRANTS: *Place a check mark in the corresponding box of the grant(s) you are applying for.*

☐ **Sales Tax Grant** Amount Requested $ _____

Estimated Annual Sales Generated $ _____

Program Specifications:

1. New and existing businesses may qualify for a rebate grant based on a percentage of sales received by the City.
2. Sales Tax Grants are for a maximum of ten (10) years.
3. Grants are paid in annual installments within ninety (90) days after the end of each twelve-month calendar period following the issuance of a certificate of occupancy or other commencement date if no certificate of occupancy is required.

☐ **Business Retention and Expansion Grant** Amount Requested $ _____

Program Specifications:

1. Duncanville businesses operating within City limits for at least three (3) years that are at-risk of relocating or are looking to expand business operations outside of Duncanville are eligible for up twenty-five hundred dollars ($2,500) per full-time employee making at least eighty-percent (80%) of the Dallas County median wage.
2. To qualify, businesses must prove through a bonafide incentive offer or pending lease agreement that they are seeking relocation or expansion outside of Duncanville. A notarized attestation may substitute the lease or incentive agreement.

■ **Paint Grant** Amount Requested $ 8,000

Program Specifications:

1. The Paint Grants were established to assist small business owners with refurbishing the exterior of a commercial building in need of fresh paint.
2. Eligible costs include: Supplies, cost to appropriately prepare surfaces of the building, and labor costs.
3. Only buildings that have been previously painted and need to be repainted qualify for a grant unless special circumstances arise.
4. New construction projects are not eligible.
5. Buildings can only qualify every five (5) years for a paint grant unless special circumstances arise.

Attach the following documentation to the application:

1. Current photo of building.
2. A sketch, drawing, architectural rendering, or computer image of the proposed building or a current photo of the building that shows where the different paint colors will be applied.
3. Color samples of proposed paint. Be sure to identify brand/name/number of color.

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■ **Landscape Grant** Amount Requested $ 20,000

Program Specifications:

1. Landscape Grants were established to broaden the City's focus on curb appeal and encompass Duncanville's business corridors.
2. Eligible costs include: Materials, labor costs, permit/tap fees.
3. Plants must be perennials.
4. Drought tolerant and/or Texas native plants are encouraged.
5. Properties can only qualify every five (5) years for a landscaping grant unless special circumstances arise.

Attach the following documentation to the application:

1. A photo of the current landscaping and property.
2. A sketch, drawing, architectural rendering, or computer image of proposed landscape including a list of all plants to be used.
3. Contractor license irrigation number on each bid. A working irrigation system is required for a Landscape Participation Grant.
4. A letter describing how your company plans to maintain the landscaping.

■ **Signage Grant** Amount Requested $ 25,000

Program Specifications:

1. Signage Grants were established to assist small existing business owners with the costs associated with replacing and updating nonconforming signs to the City's current standards, or new signs for existing businesses that have been at the current location for a minimum of one (1) year, or for new businesses that have been in business outside the city limits for a minimum of three (3) years.
2. Eligible costs include sign, labor costs, sign permit fee.
3. A City of Duncanville sign permit is required in order to receive reimbursement for the sign.

Attach the following documentation to the application:

1. A current photograph of the business showing the sign to be replaced.
2. A sketch, drawing or computer image of proposed new signage.

■ **Façade and Architectural Improvement Grant** Amount Requested $ 20,000

Program Specifications:

1. The architectural aesthetic and beauty of the façade of a building enhances property values and encourages people to visit Duncanville.
2. The DCEDC will consider all Façade and Architectural Improvement Grants that enhance that façade and beautifies the building and surrounding area.

□ **Pavement Grant** Amount Requested $ _____

Program Specifications:

1. The paving and repaving of impervious surfaces is one of the most expensive and frequent barriers to the redevelopment of commercial locations.
2. The DCEDC shall consider incentives to assist in the repaving of impervious surfaces to bring them up to code and safety standards to ensure code compliance promote business expansion and investment.

■ **Demo, Redevelopment, Reuse Grant** Amount Requested $ 90,000

Program Specifications:

1. Applicant's buildings must be subject to property taxes and applicant must be current on all taxes.
2. Applicant must agree to demolish, redevelop, or renovate the existing residential or commercial structure and build back a structure of greater value at the same location.
3. Applications must be submitted with an estimated project budget documentation and approved by the DCEDC and/or City Council before projects are started.
4. Rebuild, redevelopment, reuse, or renovations must equate to at least 51% of the most recent August 1 Dallas County Appraisal District assessed value.
5. Residential and Commercial structures must be built back in accordance with the agreement signed with the City or the incentive will be forfeited and any funds dispersed must be returned to the City within a reasonable timeframe not to exceed six (6) months or the City is entitled to pursue legal action to recover said funds and reasonable attorneys' fees and expenses incurred by reason of such action.
6. All applications must include renderings (site plans) of the proposed project and include the current value of the property and the proposed value of the demo, redevelopment, or reuse.
7. Demo, Redevelopment, or Reuse of the building must be completed within twelve (12) months of receiving the building permit to be eligible for the reimbursement of the incentive.
8. For single-family projects, ownership must be transferred to an individual that will occupy the home within two years of project completion.

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☐ **Infrastructure Grant** Amount Requested $ _____

Program Specifications:

1. Type B EDC's may assist in the development of infrastructure that has a public benefit.
2. Eligible costs include exterior water and sewer improvements, grease traps, and street and drainage related improvements.

Attach the following documentation to the application:

1. Stamped engineering plans that outline in detail the scope of work.

☐ **Other Incentive**_____ Amount Requested $ _____

_____

_____

Total Grant Amount Requested $ 163,000

******If all requirements are not followed, the DCEDC Board has the authority to reject the grant request as well as not issue the grant funds for approved requests.***

AGREEMENT: I hereby certify that, to the best of my knowledge, all information submitted in the above Incentives & Grants Application and all attachments are correct and accurate. I understand that by completing this application, I am making a formal request to receive an economic development grant for our company that is contingent based upon the acceptance/approval of the DCEDC Board and Duncanville City Council. I understand that the project workmanship must be approved by the City before grant money can be disbursed. Additionally, I understand that incentive or grant money is traditionally paid at the completion of the project as a reimbursement and that in order to be eligible for any type of DCEDC funding, a request must be made prior to the commencement of the project. I also understand that the review and approval process will take a minimum of 30 days and that it is my responsibility to ensure that our project meets all City ordinances and/or requirements. I understand that all completed work is required to be reviewed and inspected by the Building Official or their designee. A Letter or Attestation of Completion of Work must be submitted to the City. I also understand that the approval of an incentive or grant is effective for one year from the date of City Council approval, and the project and request for disbursement of the grant funds must be made prior to the one-year approval anniversary unless otherwise approved through corrective action. In addition, if the project is not completed within six months of the City Council approval date, I will be required to present an update to the DCEDC Board at their next regular meeting.

Printed Name Skyler Blacknall **Date** 1/10/24

Signature _____

Duncanville
City of Champions

City of Duncanville
Economic Development
203 E. Wheatland Road
Duncanville, TX 75116
972.780.5090
www.DuncanvilleEDC.com

STAFF REPORT

MEETING: City Council - 16 Apr 2024

TITLE:
Receive Duncanville Fire Department Quarterly Report

Vision Statement:

"Duncanville, a City of Champions, is a safe, vibrant, diverse community committed to excellence in education, business, and good governance."

Pillar:

- **Emphasize: Government Accountability, Customer Service, Efficiency and Process Improvement**
  - **Develop a high performing organization that encourages innovation, transparency, and collaboration while delivering exceptional customer service.**

STAFF RESPONSIBLE:
Greg Chase, Interim Fire Chief

BACKGROUND/HISTORY:
Receive Duncanville Fire Department Quarterly Report

POLICY EXPLANATION:
Receive Duncanville Fire Department Quarterly Report

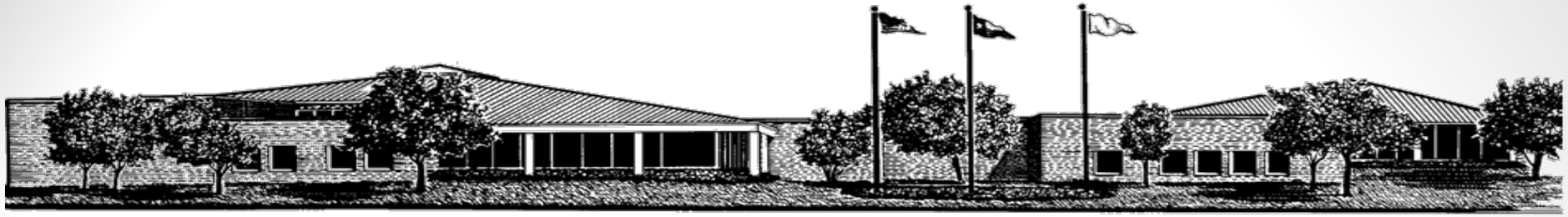
FUNDING SOURCE:

ORG and Object Number
N/A

Available Budget	Purchase Amount	After Encumber
$0.00	$0.00	$0.00

ACTION ALTERNATIVES:
1. Receive Duncanville Fire Department Quarterly Report.
2. Other actions as directed by Council.

ATTACHMENTS:
FD Quarterly Update 04162024



City of Duncanville

FIRE DEPARTMENT QUARTERLY UPDATE

APRIL 16, 2024

GREG CHASE, INTERIM FIRE CHIEF

We are building a vibrant, inclusive community, driven by a commitment to democratic principles and service above self

Staffing



- **New Hires**
  - Raqheal Payne, P/T EM Specialist
- **Vacancies**
  - (5) Vacancies
- **Civil Service Entrance Exam**
  - Currently working with HR to schedule another entrance exam.
- **Paramedic School**
  - FF/EMT Mason Quinn graduated Paramedic School at Brookhaven College on March 21, 2024
  - FF/EMT Preston Matthews is currently in Paramedic School at Cedar Valley College

Accomplishments:

- **Retirement of Chief Robert Gideon**
  - Battalion Chief, Robert Gideon, retired on March 31, 2024. Congratulations to Chief Gideon on his retirement after selflessly serving the Duncanville Fire Department and the citizens of Duncanville for over 35 years.



Accomplishments:

- **TEEX Leadership Symposium**
  - Chief Hancock and Engineer Churman participated in the TEEX Leadership Symposium January 8th – 10th in San Marcos, TX.
- **Texas Fire Chiefs Fire Administration Conference**
  - Lacey Freeman participated in the Texas Fire Chiefs Fire Administration Conference in College Station January 15th – 17th.
- **2nd In Command**
  - Chief Chase participated in the Texas Fire Chiefs 2nd in Command Conference in College Station January 15th - 17th.

Accomplishments:

- **Texas Association of Fire Educators Conference**
  - Chief Hancock participated it the TAFE Conference in Corpus Christi, TX on February 5th – February 9th.
- **New Ambulance**
  - New Horton Ambulance, M273, was placed into service on 03/19/2024.

City of Duncanville

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Accomplishments:

- **Wildland Fire Deployment**
  - Firefighter Evan Barger was part of a regional team deployed through TIFMAS February 28th – March 10th to the wildfires in the Texas Panhandle. This crew was deployed to provide structural protection to the City of Fritch and surrounding areas.





Accomplishments:

- **New Fire Station 271**
  - Fire Department moved into the new Fire Station 271 on Tuesday, March 26, 2024.



City of Duncanville

Emergency Management Accomplishments:

- **Cold Weather Preparedness**
  - Lauren Sanchez held Cold Weather Preparedness Event Meetings for Cedar Hill, DeSoto and Duncanville.
- **Presentation to Department of State Health Serv.**
  - Lauren Sanchez provided a presentation on Family Assistance Center Operations to the Texas Department of State Health Services for South Texas.
- **Regional Chemical Emergency Surge Exercise**
  - Lauren Sanchez participated in the Regional Chemical Emergency Surge Tabletop Exercise.

Emergency Management Accomplishments:

- **Solar Eclipse Discussions/Preparations**
  - Lauren Sanchez began holding planning consideration discussions with the Directors of DeSoto and Duncanville.
- **Emergency Preparedness Block Party**
  - Lauren Sanchez and Raqheal Payne participated in the City of Cedar Hill's Emergency Preparedness Block Party on March 2, 2024.
- **Regional Emergency Management Meetings**
  - Lauren Sanchez held meetings with Dallas County Emergency Management and the Emergency Mangers for Cedar Hill, DeSoto, Duncanville and Lancaster.

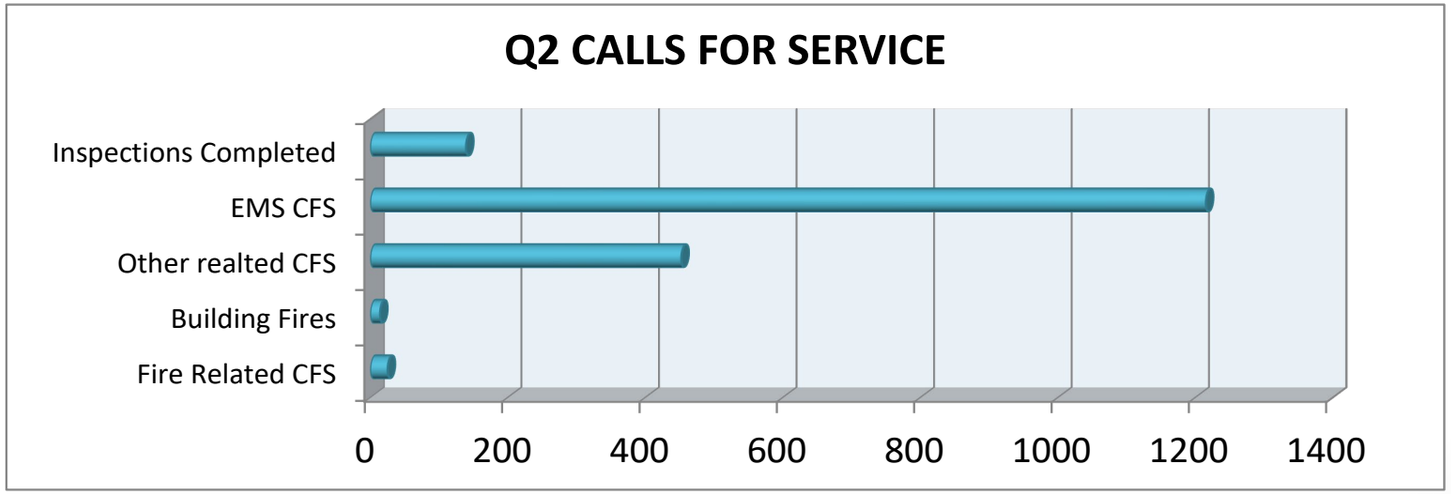
Emergency Management Accomplishments:

- **Active Shooter Response Summit**
  - Lauren Sanchez and held a Regional Active Shooter Response Summit on March 6th – March 7th at IBOC. The Active Shooter Response Summit had over 450 participants from all over DFW.



Performance Indicators

- **Total Calls for Service (Q2) 1,804**
  - Fire Related CFS: 22
  - Building Fires: 15
  - Other related CFS: 500
  - EMS CFS: 1,267
  - Inspections Completed: 139



City of Duncanville