

RECONCILIATION CHANGE ORDER

5426-01

Date: June 26, 2024
Project: 48th Year CDBG North Richland Hills
Sao Paulo Court Paving and Sidewalk Improvements

B-22-UC-48-0001-48-05
Owner Tarrant County
Contractor Don Smith Concrete, LLC.

I. DESCRIPTION OF CHANGE AND/OR EXTRA WORK:

ADDITIONAL SEWER POINT REPAIRS RECONCILIATION OF ACTUAL MATERIALS USED

II. ADJUSTMENTS IN CONTRACT PRICE:

ORIGINAL CONTRACT AMOUNT	\$ 280,159.44
ADJUSTMENTS TO CONTRACT AMOUNT PER PREVIOUS CHANGE/EXTRA WORK ORDER	\$ -
INCREASE/DECREASE PER THIS CHANGE ORDER	\$ 14,315.73
REVISED CONTRACT AMOUNT	\$ 294,475.17

III. ADJUSTMENT IN CONTRACT TIME:

ORIGINAL CONTRACT TIME	150 calendar days
ADJUSTMENTS PER PREVIOUS CHANGE ORDERS	0 calendar days
ADDITIONAL TIME REQUESTED ON THIS CHANGE ORDER	20 calendar days
CONTRACT TIME PER THIS CHANGE ORDER	170 calendar days

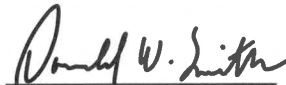
RECOMMENDED BY ENGINEER:

Digitally signed by
David Rankin
Date: 2024.07.02
09:01:47-05'00'

DE Corp.

Date: _____

AGREED BY CONTRACTOR:



Don Smith Concrete, LLC

Date: 07/01/24

ACCEPTED BY OWNER:


CO Program Manager

Date: 7/11/24

APPROVED BY CITY


City of North Richland Hills

Date: 7/9/2024

**COUNTY OF TARRANT
STATE OF TEXAS**

By: _____ **Date:** _____
Tim O'Hare
County Judge

CERTIFICATION OF FUNDS IN THE AMOUNT OF

AUDITOR **Date:** _____



CITY OF NORTH RICHLAND HILLS

Public Works / Engineering

July 8, 2024

Mr. Brad Hearne, CDBG Program Manager
Tarrant County | Community Development
2501 Parkview Drive, Suite 420
Fort Worth, Texas 76102

Dear Mr. Hearne,

Please let this letter serve as notification to Tarrant County that I, Paulette Hartman, am the City Manager of the City of North Richland Hills. Mark Hindman's last day as City Manager was March 31st, 2024. I was appointed as City Manager at the January 8th City Council meeting with an effective start date of April 1st, 2024. A copy of the minutes from the North Richland Hills City Council meeting is included for your records (refer to Item G.4 on Page 10 of 11).

In reference to the 48th Annual Community Development Block Grant (CDBG) – Sao Paulo Court Reconstruction Project (B-22-UC-48-0001-48-05), we understand the project amount has increased from originally approved \$280,159.44 to a final amount of \$294,475.17 (increase of \$14,315.73). In addition to the City participation of \$14,283.64 to the original contract, per Resolution No. 2023-070 (attached), the City agrees to pay the additional funds of \$14,315.73 to cover the change order amount.

Should Tarrant County require any additional information, please let me know. I can be reached at 817-427-6007 or by email at pahartman@nrhtx.com.

Paulette Hartman

Paulette Hartman
City Manager

Attachments:

- Minutes from January 8, 2024, City Council Meeting
- Resolution No. 2023-070
- DRAFT Reconciliation Change Order (5426-01)
- Pages from City of North Richland Hills Purchasing Policy

**MINUTES OF THE WORK SESSION AND REGULAR MEETING
OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS
HELD IN THE CITY HALL 4301 CITY POINT DRIVE
JANUARY 8, 2024**

WORK SESSION

The City Council of the City of North Richland Hills, Texas met in work session on the 8th day of January at 5:30 p.m. in the Council Workroom prior to the 7:00 p.m. regular City Council meeting.

Present:	Oscar Trevino	Mayor
	Tito Rodriguez	Place 1
	Rita Wright Oujesky	Place 2
	Suzy Compton	Place 3
	Mason Orr	Place 4 (present at 5:32 p.m.)
	Blake Vaughn	Associate Mayor Pro Tem, Place 5
	Kelvin Deupree	Mayor Pro Tem, Place 7
Absent:	Scott Turnage	Deputy Mayor Pro Tem, Place 6
Staff Members:	Mark Hindman	City Manager
	Paulette Hartman	Deputy City Manager
	Karen Manila	Assistant City Manager
	Alicia Richardson	City Secretary/Chief Governance Officer
	Maleshia B. McGinnis	City Attorney

CALL TO ORDER

Mayor Trevino called the meeting to order at 5:31 p.m.

1. DISCUSS ITEMS FROM REGULAR CITY COUNCIL MEETING.

City Council had no questions for staff.

2. PRESENTATION OF 2023 CITIZEN SURVEY REPORT.

Communications Director Mary Peters informed City Council that the city collaborates with National Service Research in Fort Worth to conduct the citizen survey. Ms. Andrea Thomas with National Service Research will review the results of the survey.

Ms. Thomas informed Council the objectives included: identifying key measures of

quality of life; satisfaction with city services (quality vs. importance); assess experience with city communication tools; identify and prioritize city resource allocation, budgeting and policy decisions; and identify where to maintain and improve city services. The survey was mailed to 10,000 residents, and they had the option to complete the survey online or return the form. The city received 1,668 responses with 458 of the respondents indicating they received a survey postcard in the mail and 1,210 respondents indicating they did not receive a survey postcard. The survey was communicated with the residents through press release, social media, e-newsletters, front page with link to survey on the city's website, and 1,500 postcards were placed in the lobby and reception areas at city facilities. The number of responses is an increase from previous surveys with 1,281 in survey year 2021; 1,630 in survey year 2019; 1,044 in survey year 2017; 983 in survey year 2015; and 796 in survey year 2013. Ms. Thomas reviewed the demographics of the respondents.

Quality of Life - a majority of respondents rated the overall quality of life in North Richland Hills as excellent or good. Respondents rated the following: overall quality of life in North Richland Hills (88%, compared to 94% from 2021 survey), place to raise children (86%, compared to 91% from 2021 survey); feeling of safety in your neighborhood (78%, compared to 84% from 2021 survey); place to retire (69%, compared to 75% from 2021 survey); overall appearance of city (70%, compared to 74% from 2021 survey); place to work (70%, compared to 72% from 2021 survey); sense of community (65%, compared to 66% from 2021 survey); and overall quality of services versus taxes paid (57%, compared to 62% from 2021 survey). Ms. Thomas provided an overview of the responses by districts. The highest ratings for quality of life characteristics were from Districts 6 and 7 and the lowest ratings are in District 4.

City Employees and Service - 41% of respondents contacted the city within the past 12 months. Of those who contacted the city, the most frequently called departments included: public works (33%); code compliance (25%); police (23%); water/utility billing (22%); animal control (13%). Of those respondents that contacted a department 88% said the person or department was very or somewhat courteous and helpful compared to 91% from survey year 2021.

City Service Priorities - respondents were asked to rank the importance and quality of certain city services. The following services have the largest gaps between high importance and lower quality.

- * Maintenance of residential streets in your neighborhood ranked 98% important and 47% were pleased with the quality of this service.
- * Maintenance of the City's major streets ranked 99% important and 56% were pleased with the quality of this service.
- * Traffic signal timing ranked 94% important and 55% were pleased with the quality of

this service.

- * Management of traffic flow ranked 96% important and 57% were pleased with the quality of this service.

- * Code enforcement ranked 89% important and 62% were pleased with the quality of this service.

- * Maintenance of landscaped medians and right of ways ranked 87% important and 73% were pleased with the quality of this service.

- * Water service ranked 99% important and 85% were pleased with the quality of this service.

The following services have the smallest gaps between high importance and high quality.

- * Police department ranked 98% important and 88% were pleased with the quality of service.

- * Garbage collection ranked 99% important and 90% were pleased with the quality of service.

- * Parks, trails and open spaces ranked 94% important and 88% were pleased with the quality of service.

- * Recycling collection ranked 94% important and 90% were pleased with the quality of service.

- * Ambulance services ranked 98% important and 95% were pleased with the quality of service.

- * Fire department ranked 99% important and 97% were pleased with the quality of service.

- * Recreation programs and services ranked 87% important and 85% were pleased with the quality of service.

The following services meet or exceed the importance rating by the respondents.

- * Special events ranked 78% important and 86% were pleased with the quality of service.

- * Library services ranked 89% important and 96% were pleased with the quality of service.

Preferred Communication - respondents prefer email/e-newsletters with 48%; social media with 47%; printed newsletters with 46%; text message notifications with 37%; water bill inserts with 36% and city website with 30%. The survey indicates that 76% of respondents get enough information about city programs and services. Those who do not get enough information prefer more frequent updates on special events, programs, city services, road/sidewalk projects and proposed construction projects.

Eliminate City Services - 90% of respondents do not feel any city services should be eliminated compared to 91% in survey year 2021; 92% in survey years 2019, 2017 and 2015; and 95% in survey year 2013.

Streets / Intersections - respondents were asked to identify the top three streets in need of repair or repaving. The results show Davis Boulevard with 25%, Glenview Drive with 8%, and Iron Horse Boulevard with 5%.

In response to the survey, respondents identified Davis Boulevard and other intersections (18%); Davis Boulevard and Main Street (10%); Rufe Snow and other intersections (9%); Davis Boulevard and Mid-Cities (8%), Highway 26 and other intersections (7%) and Mid-Cities Boulevard and other intersections (7%) where they spend too much time due to traffic congestion or traffic signal timing.

Economic Development - respondents were asked to identify type of businesses they would like to see more of in their area of the city. The top three results show full service/sit down restaurants with 70%, grocery stores with 36%, and recreation/entertainment with 36%.

Ms. Thomas provided an overview of how North Richland Hills compared to other cities (Southlake, Colleyville, Farmers Branch, Flower Mound, Hurst, Lewisville, and Denton) as well as Texas and the United States (where available). The benchmark data shows that North Richland Hills ratings are above or equal to peer city ratings as a place to raise children and a place to work. North Richland Hills scored below peer city ratings for overall quality of life, feeling of safety in your neighborhood, as a place to retire, overall appearance of the city, sense of community, and overall quality of services versus the taxes paid.

Ms. Thomas mentioned that the top candidates for improvement include maintaining residential streets (gap 51%), maintaining major city streets (gap 43%), management of traffic flow (gap 40%), and code enforcement (gap 27%).

FUTURE AGENDA ITEM(S)

City Council had no items for this category.

EXECUTIVE SESSION

- 1. SECTION 551.074: PERSONNEL MATTERS TO DELIBERATE THE EMPLOYMENT OF PUBLIC EMPLOYEES - (1) CITY MANAGER (2) CITY ATTORNEY AND (3) CITY SECRETARY.**

Mayor Trevino announced at 6:06 p.m. that the City Council would adjourn into Executive Session as authorized by Chapter 551, Texas Government Code, specifically Section 551.074: Personnel matters to deliberate the employment of public employees - (1) City Manager (2) City Attorney and (3) City Secretary. Executive Session began at 6:11 p.m. and concluded at 7:15 p.m.

Mayor Trevino announced at 7:15 p.m. that City Council would convene to the regular City Council meeting.

REGULAR MEETING

A. CALL TO ORDER

Mayor Trevino called the meeting to order January 8, 2023 at 7:00 p.m.

Present:	Oscar Trevino	Mayor
	Tito Rodriguez	Place 1
	Rita Wright Oujesky	Place 2
	Suzy Compton	Place 3
	Mason Orr	Place 4
	Blake Vaughn	Associate Mayor Pro Tem, Place 5
	Kelvin Deupree	Mayor Pro Tem, Place 7
Absent:	Scott Turnage	Deputy Mayor Pro Tem, Place 6
Staff Members:	Mark Hindman	City Manager
	Alicia Richardson	City Secretary/Chief Governance Officer
	Maleshia B. McGinnis	City Attorney

A.1 INVOCATION

Council member Wright Oujesky gave the invocation.

A.2 PLEDGE

Council member Wright Oujesky led the Pledge of Allegiance to the United States and Texas flags.

A.3 SPECIAL PRESENTATION(S) AND RECOGNITION(S)

A.3.1 2023 CHRISTMAS LIGHTING AWARDS

Keep NRH Beautiful Chair Kathy Luppy recognized the following winners: Pamela Elliott, 6212 Glengarry Court; Mark Pendergraf, 4600 Cummings Drive; Douglas Williamson, 6501 Boulder Court; Carroll Family, 5420 Greenwood Way; Kimberly Tayman, 6020 Morningside Drive; Ann Nations, 6859 Four Sixes Ranch Road; Robert Skufca, 7028 Michael Drive; Edward Helm, 7509 Acts Court; and Steve Lane, 8365 Saddlebrook Drive.

A.4 CITIZENS PRESENTATION

Ms. Laura Mawire, 6829 Starnes Road, asked City Council to consider increasing the

speed limit on Rufe Snow Drive by five miles per hour.

A.5 PUBLIC COMMENTS

There were no requests to speak from the public.

A.6 REMOVAL OF ITEM(S) FROM CONSENT AGENDA

No items were removed from the consent agenda.

B. CONSIDER APPROVAL OF CONSENT AGENDA ITEMS

APPROVED

A MOTION WAS MADE BY MAYOR PRO TEM DEUPREE, SECONDED BY COUNCIL MEMBER ORR TO APPROVE THE CONSENT AGENDA.

MOTION TO APPROVE CARRIED 6-0.

B.1 APPROVE MINUTES OF THE DECEMBER 11, 2023 REGULAR CITY COUNCIL MEETING.

B.2 MODIFY THE 2024 CITY COUNCIL MEETING SCHEDULE.

B.3 AWARD RFB 24-002 TO JR WEST TEXAS CONCRETE, LLC, FOR CONSTRUCTION OF THE SUNNYBROOK ADDITION DRAINAGE IMPROVEMENTS PROJECT (DR2202) IN THE AMOUNT OF \$178,260, AND AUTHORIZE THE CITY MANAGER TO EXECUTE THE RELATED CONSTRUCTION AGREEMENT.

B.4 APPROVE PURCHASE OF A VALVE MAINTENANCE TRAILER FOR THE PUBLIC WORKS DEPARTMENT FROM E.H. WACHS IN THE AMOUNT OF \$108,153.49 THROUGH BUYBOARD CONTRACT NUMBER 684-22.

B.5 AUTHORIZE THE SOLE SOURCE PURCHASE OF TWELVE LEVEL 3 RAPID RESPONSE BALLISTIC SHIELDS AND SHIELD LIGHTS FROM RG BECK AZ INC., DBA TYR TACTICAL, LLC, IN THE AMOUNT OF \$67,457.44 USING THE TEXAS ANTI-GANG CENTER GRANT #2848909 FUNDING, AND CONSIDER RESOLUTION NO. 2024-XXX, AUTHORIZING THE CITY MANAGER TO EXECUTE A REGIONAL ASSET TRANSFER ADDENDUM WITH THE TARRANT COUNTY SHERIFF'S OFFICE TO TRANSFER THE LISTED EQUIPMENT.

B.6 APPROVE RESOLUTION NO. 2024-001, AUTHORIZING THE CITY MANAGER TO EXECUTE A REGIONAL ASSET TRANSFER ADDENDUM WITH THE CITY OF IRVING TO TRANSFER TWO SAMSUNG 43" TVS, TWO ROCKETFISH TV WALL MOUNTS, THREE SANDISK 2TB PORTABLE SSDS AND TWO MID-RANGE SURVEILLANCE KITS WITH NIGHT VISION CAPABILITY PURCHASED BY THE CITY OF NORTH RICHLAND HILLS USING TAG GRANT #2848909 FUNDS.

B.7 APPROVE THE PURCHASE OF SIX (6) VEHICLES FOR VARIOUS CITY DEPARTMENTS FROM SAM PACK'S FIVE STAR FORD, THROUGH BUYBOARD COOPERATIVE CONTRACT NO. 724-23, IN THE AMOUNT OF \$309,568.

C. PUBLIC HEARINGS

C.1 CONDUCT A PUBLIC HEARING AND CONSIDER RESOLUTION NO. 2024-002, ADOPTING THE 50TH YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

APPROVED

Mayor Trevino opened the public hearing and called on Assistant Director of Neighborhood Services Kristin James to introduce the item.

Ms. James shared that the City of North Richland Hills would be awarded approximately \$240,000 for the 50th Year Community Development Block Grant (CDBG) program. The proposed use for the funding is to reconstruct approximately 800 linear feet of sanitary sewer line (replacing 6" clay tile lines with 6" PVC pipe) along the 3700 blocks of Matson Street. The current estimate for the reconstruction is \$238,360.

Mayor Trevino asked the City Secretary to call on those who completed a public meeting appearance form to speak during the public hearing. There being no forms submitted, Mayor Trevino asked if there was anyone in the audience wishing to speak on the item to come forward. There being no one wishing to speak, Mayor Trevino closed the public hearing.

A MOTION WAS MADE BY COUNCIL MEMBER RODRIGUEZ, SECONDED BY COUNCIL MEMBER COMPTON TO APPROVE RESOLUTION NO. 2024-002, ADOPTING THE 50TH YEAR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM.

MOTION TO APPROVE CARRIED 6-0.

**C.2 PUBLIC HEARING AND CONSIDERATION OF ORDINANCE NO. 3836
ADOPTING THE NORTH RICHLAND HILLS YOUTH PROGRAMS
STANDARDS OF CARE.**

APPROVED

Mayor Trevino opened the public hearing and called on Director of Parks and Recreation Adrien Pekurney to introduce the item.

Ms. Pekurney informed City Council the youth programs standards of care are a requirement of the Texas Department of Family and Protective Services for exempt status for day care licensing. To receive exempt status a municipality must submit a copy of the program standards of care, a notice of a public hearing for the program and a copy of the ordinance adopting the standards.

Mayor Trevino asked the City Secretary to call on those who completed a public meeting appearance form to speak during the public hearing. There being no forms submitted, Mayor Trevino asked if there was anyone in the audience wishing to speak on the item to come forward. There being no one wishing to speak, Mayor Trevino closed the public hearing.

A MOTION WAS MADE BY COUNCIL MEMBER COMPTON, SECONDED BY COUNCIL MEMBER WRIGHT OUJESKY TO APPROVE ORDINANCE NO. 3836.

MOTION TO APPROVE CARRIED 6-0.

D. PLANNING AND DEVELOPMENT

There were no items for this category.

E. PUBLIC WORKS

There were no items for this category.

F. GENERAL ITEMS

**F.1 CONSIDER RESOLUTION NO. 2024-003, APPOINTING A MEMBER TO THE
ZONING BOARD OF ADJUSTMENT.**

APPROVED

City Secretary/Chief Governance Officer Alicia Richardson informed City Council the item is to consider the recommendation of Council member Compton to appoint Eric C. Bales to Place 3A (alternate) on the Zoning Board of Adjustment. Place 3A is currently vacant and the term for said position expires June 30, 2025.

January 08, 2024

City Council Meeting Minutes

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A MOTION WAS MADE BY COUNCIL MEMBER COMPTON, SECONDED BY MAYOR PRO TEM DEUPREE TO APPROVE RESOLUTION NO. 2024-003.

MOTION TO APPROVE CARRIED 6-0.

G.1 EXECUTIVE SESSION ITEMS - CITY COUNCIL MAY TAKE ACTION ON ANY ITEM DISCUSSED IN EXECUTIVE SESSION LISTED ON WORK SESSION AGENDA.

APPROVED

Mayor Trevino announced there was action necessary as the result of discussion in Executive Session pursuant to Section 551.074: Personnel matters to deliberate the employment of public employees (1) City Manager, (2) City Attorney, and (3) City Secretary.

A MOTION WAS MADE BY ASSOCIATE MAYOR PRO TEM VAUGHN, SECONDED BY COUNCIL MEMBER WRIGHT OUJESKY TO APPROVE AN AMENDMENT TO THE CONTRACT WITH THE CITY SECRETARY TO EXTEND THE TERMS AND CONDITIONS OF THE CONTRACT THROUGH OCT 1, 2025 AND TO INCLUDE AUTOMATIC PAY INCREASES AS RECEIVED BY ALL GENERAL SERVICE EMPLOYEES, UNLESS OTHERWISE APPROVED BY THE CITY COUNCIL.

MOTION TO APPROVE CARRIED 6-0.

G.2 EXECUTIVE SESSION ITEMS - CITY COUNCIL MAY TAKE ACTION ON ANY ITEM DISCUSSED IN EXECUTIVE SESSION LISTED ON WORK SESSION AGENDA.

APPROVED

A MOTION WAS MADE BY MAYOR PRO TEM DEUPREE, SECONDED BY COUNCIL MEMBER ORR TO APPROVE AN AMENDMENT TO THE CONTRACT WITH THE CITY ATTORNEY AS DISCUSSED IN EXECUTIVE SESSION.

MOTION TO APPROVE CARRIED 6-0.

G.3 EXECUTIVE SESSION ITEMS - CITY COUNCIL MAY TAKE ACTION ON ANY ITEM DISCUSSED IN EXECUTIVE SESSION LISTED ON WORK SESSION AGENDA.

APPROVED

A MOTION WAS MADE BY COUNCIL MEMBER COMPTON, SECONDED BY MAYOR PRO TEM DEUPREE TO APPROVE AN AMENDMENT TO THE CONTRACT WITH THE CITY MANAGER MARK HINDMAN TO RETIRE FROM THE POSITION OF CITY MANAGER AS OF MARCH 31, 2024 AND ASSUME POSITION OF CITY MANAGER EMERITUS EFFECTIVE APRIL 1, 2024.

MOTION TO APPROVE CARRIED 6-0.

G.4 EXECUTIVE SESSION ITEMS - CITY COUNCIL MAY TAKE ACTION ON ANY ITEM DISCUSSED IN EXECUTIVE SESSION LISTED ON WORK SESSION AGENDA.

APPROVED

A MOTION WAS MADE BY COUNCIL MEMBER WRIGHT OUJESKY, SECONDED BY ASSOCIATE MAYOR PRO TEM VAUGHN TO APPROVE A CONTRACT APPOINTING PAULETTE HARTMAN AS CITY MANAGER EFFECTIVE APRIL 1, 2024 THROUGH SEPTEMBER 30, 2026 WITH TERMS AND CONDITIONS AS DISCUSSED IN EXECUTIVE SESSION.

MOTION TO APPROVE CARRIED 6-0.

H. INFORMATION AND REPORTS

H.1 ANNOUNCEMENTS

Mayor Pro Tem Deupree made the following announcements.

Registration is open for the next Citizens Police Academy. Classes will be held on Thursday evenings from February 8, 2023 through May 9, 2023. You can find more information and register online at nrhtx.com/cpa.

The city reminds residents and businesses to turn irrigation systems off when freezing weather is expected. This will prevent water from freezing on streets and sidewalks, which creates a dangerous situation. Newer irrigation systems come equipped with rain and freeze sensors. Those sensors should be checked periodically to verify they are still operating.

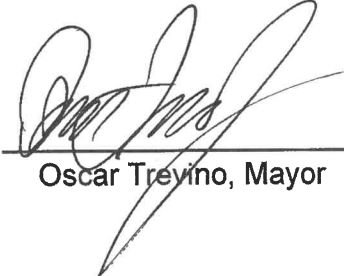
City Hall and other non-emergency city offices will be closed next Monday, January 15 for the Martin Luther King, Jr. holiday. The Library, Animal Adoption & Rescue Center and Senior Center will also be closed. The NRH Centre and Iron Horse Golf Course will

be open. Garbage and recycling will be collected as normally scheduled.

Kudos Korner - Our Christmas Providers Volunteers - City employees adopted 18 NRH families through the Christmas Providers program and generously provided toys, clothes and gifts on 48 children's wish lists! We want to thank all city employees who participated for being generous with your time and donations. You planned, purchased, wrapped and delivered some wonderful gifts and shared them from your heart to make someone else's Christmas a little brighter. We appreciate you!


I. ADJOURNMENT

Mayor Trevino adjourned the meeting at 7:59 p.m.




Oscar Trevino, Mayor

ATTEST:



Alicia Richardson
City Secretary/Chief Governance Officer



RESOLUTION NO. 2023-070

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS, RECOMMENDING AWARD OF A CONSTRUCTION CONTRACT BY TARRANT COUNTY TO DON SMITH CONCRETE, LLC, FOR THE 48th ANNUAL COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM PROJECT IDENTIFIED AS SAO PAULO COURT PAVEMENT IMPROVEMENT PROJECT WITHIN THE CITY OF NORTH RICHLAND HILLS AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, The Sao Paulo Court Street Improvement Project was bid by Tarrant County as a Community Development Block Grant (CDBG) Project on May 24, 2023; and

WHEREAS, CDBG funds available for the construction of Sao Paulo Court Street Improvement Project total \$265,875.80; and

WHEREAS, The City of North Richland Hills has allocated an additional \$14,283.64 in funds to compliment the City's CDBG funding allocation for the construction of the Sao Paulo Court Pavement Improvement Project; and

WHEREAS, Tarrant County's consultant and City staff have recommended award of the Project's bid to Don Smith Concrete, LLC; and

WHEREAS, Tarrant County desires a recommendation by the City Council of the City of North Richland Hills to award the contract.


NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTH RICHLAND HILLS, TEXAS:

SECTION 1. That the City of North Richland Hills hereby recommends that Tarrant County award the contract for the Sao Paulo Court Street Improvement Project (CDBG) to Don Smith Concrete, LLC in the amount of \$280,159.44, which includes City funding of \$14,283.64.

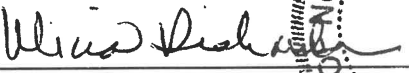
SECTION 2. That this Resolution shall take effect and be in full force and effect from and after the date of its adoption, and it is so resolved; and all resolutions of the City Council of the City in conflict herewith are hereby amended or repealed to the extent of such conflict.

PASSED AND APPROVED on this 10th day of July, 2023.

CITY OF NORTH RICHLAND HILLS

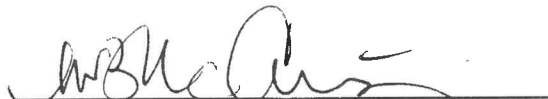
By: 
Kelvin Deupree, Mayor Pro Tem

ATTEST:


Alicia Richardson
City Secretary/Chief Governance Officer

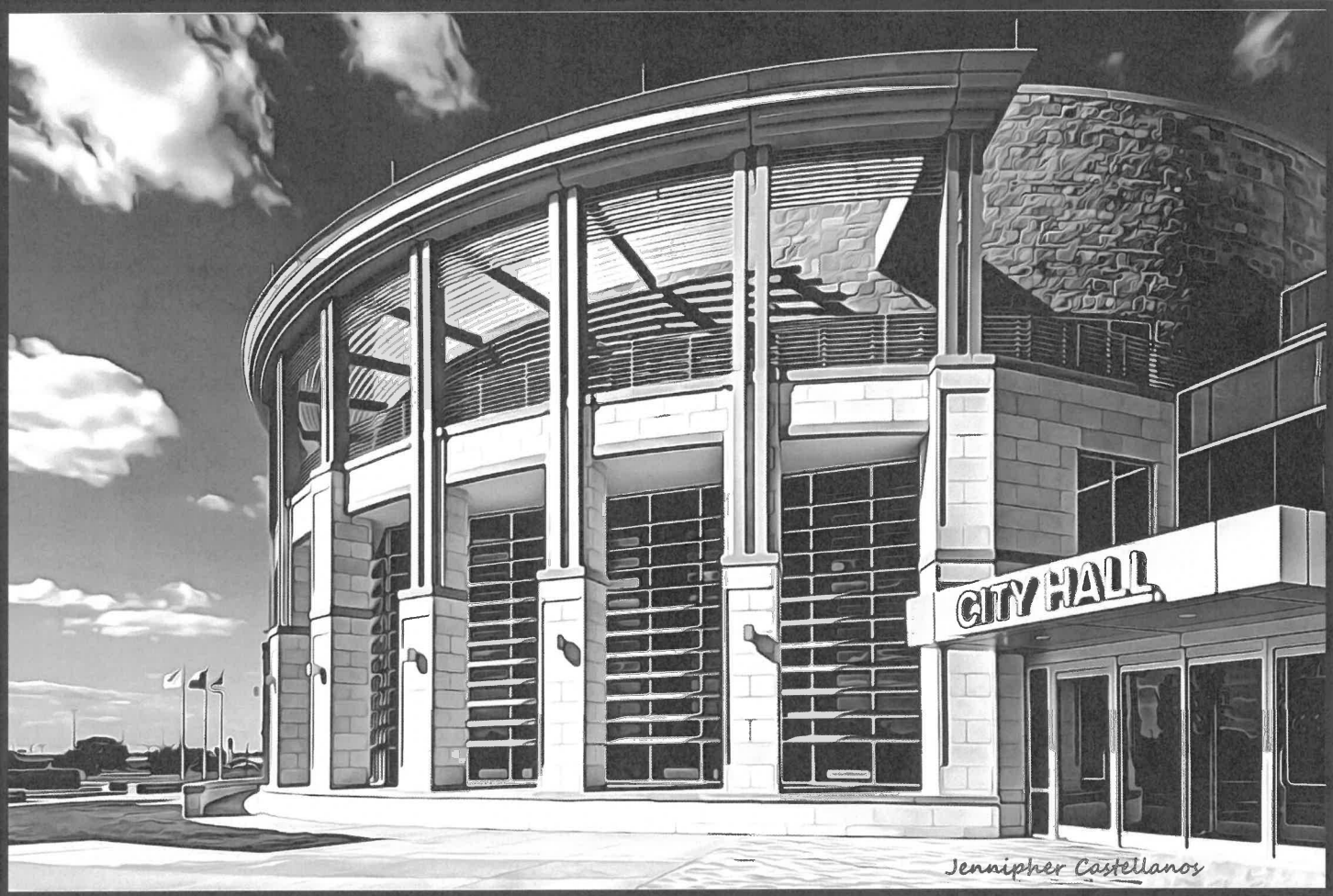


APPROVED AS TO FORM AND LEGALITY:


Maleshia B. McGinnis, City Attorney

APPROVED AS TO CONTENT:


Caroline Waggoner, Assistant City Manager



PURCHASING POLICY AND PROCEDURES MANUAL

City of North Richland Hills

Email: Purchasing@nrhtx.com

Website: www.nrhtx.com

Issued: September 30, 2019

Tel: 817.427.6150

4301 City Point Dr.

North Richland Hills, TX 76180



1.0 PURCHASING POLICY AND PROCEDURES

MANUAL

1.1 Introduction

The City of North Richland Hills Purchasing Division is responsible for the procurement of goods and/or services to support the efficient operation of the City Purchasing. The Purchasing Division must ensure that these purchasing responsibilities are accomplished in compliance with Texas Local Government Code, including Chapter 252 (Section 252.022 explains the general exemptions to the competitive bidding statutes), Purchasing and Contracting Authority of Municipalities. Purchasing must also comply with other relevant federal, state and local statutes, and the City of North Richland Hills Management Policies.

The City Manager has designated the Purchasing Division as being the central authority responsible for the procurement of the goods and/or services required to operate and maintain the City. Purchasing is responsible for procuring these items at the best value, optimum delivery, and total overall quality to meet the requirements of the requisitioning departments. This is accomplished primarily through competitive bids/proposals and group purchasing contracts, with the City's best interests always paramount.

This Manual has been prepared for the use of City Personnel and other interested parties to serve as policy for all procurement related activities.

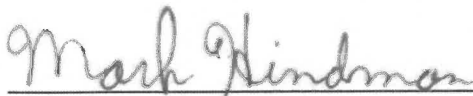
Resolution 2005-074 passed and approved by the Mayor and City Council on October 10, 2005 authorizes the City Manager to update and maintain the policy to reflect the operational and legal needs of the City.

Prepared by: Purchasing Division

Authorized by: Mark Hindman, City Manager

Date Issued:

(x) Original September 30, 2019



City Manager Signature

5.10 Purchasing Authorization Chart

Purchase Amount	Procurement Process	Signature Authority (the final authorized signature on a contract) *	City Council Approval Required
\$3,000 or less	3 written quotes encouraged but not required	Director Level	NO
Over \$3,000 up to \$20,000	3 written quotes required (2 must be HUBs)	City Manager, Deputy City Manager, Assistant City Manager or Managing Director of the Department	NO (unless the agreement is an Interlocal Agreement under 791 of Government Code)
Over \$20,000 less than \$50,000	Informal bid required (unless purchase will be under existing contract, sole source, cooperative agreement, or Interlocal Agreement)	City Manager (or Designee if such authority is given in writing by the City Manager)	NO (unless the agreement is an Interlocal Agreement under 791 of Government Code)
\$50,000 or more	Formal bid or RFP process required (unless purchase will be under existing contract, sole source, cooperative agreement, or Interlocal Agreement)	City Manager (or Designee if such authority is given in writing by the City Manager)	YES

* The Purchasing Manager shall have authority to sign final purchase orders as authorized by the City Manager and the City Council.