City Council Agenda

SAGINAW CITY COUNCIL
NOTICE OF MEETING

Meeting and/or Executive Session Agenda
6:00 PM - Tuesday, July 5, 2022
Saginaw City Hall Council Chambers
333 West McLeroy Blvd.

In accordance with Section 551.043 of the Texas Government Code, this agenda has been posted at Saginaw City Hall, and distributed to the appropriate news media within the required time frame. All meetings of the Saginaw City Council are open to the public. Public participation and written comments are invited on all open session business items.

The Mayor and City Council request that all cell phones and pagers be turned off or set to vibrate. Members of the audience are requested to step outside to respond to a page or to conduct a phone conversation.

The City Hall is wheelchair accessible and special parking is available on the east side of the building. If special accommodations are required please contact the City Secretary a minimum of 72 hours in advance at 817-232-4640.

(1) Call to Order--Todd Flippo, Mayor

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

"Honor the Texas Flag; I pledge allegiance to thee, Texas, one State under God, one and indivisible"

(2) Invocation--Pastor Ronnie Mills, Kingdom Chapel

(3) Audience Participation--On the Video Screen

(4) Consent Agenda--All items listed with lower case letters are part of the Consent Agenda. Public hearing and review are held collectively unless opposition is presented, in which case the contested item will be heard separately.

(a) Action regarding Minutes, June 21, 2022--Janice England, City Secretary

(b) Action regarding Minutes, June 28, 2022--Janice England, City Secretary

(c) Action regarding Cancellation of July 19, 2022 City Council Meeting--Janice England, City Secretary

(d) Action Regarding Building Improvement Grant Agreement with Century

21 Alliance Properties (120 West McLeroy Blvd)--Keith Rinehart, Director of Community & Economic Development

(e) Action regarding Purchase of Generators for Public Works Offices and Jarvis Road Elevated Storage Tank--Randy Newsom, Director of Public Works

(5) City Employee Recognition and Aquatic Center Update--Keith Rinehart, Director of Community & Economic Development and Randy Newsom, Director of Public Works

(6) Recognition of Young Southeast Asian Leadership (YSEALI) Fellows--Gabe Reaume, City Manager

(7) Presentation of Service Pin to Councilmember Bighorse--Todd Flippo, Mayor

(8) Consideration and Action regarding Authorization of Expenditure for the Gambian Delegation to attend and provide Entertainment at the 2022 Train and Grain Festival; and Authorization for Expenditure for the Gambia Texas Association to attend and provide Entertainment at the 2022 Train and Grain Festival--Abdoulie Jarju, Management Analyst

(9) Consideration and Action of Professional Architectural Services Proposal by PGAL for the John Ed Keeter building and City Hall Renovation Concept Study--Lee Howell, Asst. City Manager

(10) FY 2022-2023 Budget Workshop--Kim Quin, Finance Director

(11) Capital Improvements Plan Update--Kimley-Horn & Associates

(12) Consideration and Action regarding Approval of Funds to replace Two Playground Structures and Fall Protection at Highland Station Park; and the Replacement of the Restroom Facility at Highland Station Park--Randy Newsom, Director of Public Works

(13) Executive Session--The City Council may take action on any Executive Session item posted.

551.071. Texas Government Code.

Consultation with Attorney. The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

(a) Any Posted Item

(b) 400 S. Saginaw Blvd. & 405 S. Belmont St.

551.087 Texas Government Code.

Deliberation regarding Economic Development Negotiations. The City Council may convene in executive session to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to deliberate the offer of a financial or other incentive to a business prospect described above, including:

(a) 400 S. Saginaw Blvd. & 405 S. Belmont St.

(14) Adjournment--Todd Flippo, Mayor

City of Saginaw

Meeting Date: 7/5/2022

Staff Contact: Janice England
City Secretary

Agenda Items: (4)(a)

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:
Action regarding Minutes, June 21, 2022

BACKGROUND/DISCUSSION:
The minutes of the City Council Meeting held on June 21st are presented for consideration.

FINANCIAL IMPACT:
N/A

RECOMMENDATION:
Staff recommends approval.

ATTACHMENTS:

Description

Minutes, 6-21-2022

CITY OF SAGINAW
MINUTES OF CITY COUNCIL MEETING
HELD AT THE SAGINAW CITY HALL
333 WEST MCLEROY BLVD.
JUNE 21, 2022

Present at the meeting:

Mayor	Todd Flippo
Mayor Pro-Tem	Valerie Junkersfeld
Councilmember	Nicky Lawson
Councilmember	Cindy Bighorse
Councilmember	Mary Copeland
City Attorney	Bryn Meredith
City Manager	Gabe Reaume
Asst. City Manager	Lee Howell
Finance Director	Kim Quin
City Secretary	Janice England
Police Chief	Russell Ragsdale
Fire Chief	Doug Spears
Director of Public Works	Randy Newsom
Director of Comm. & Eco. Dev.	Keith Rinehart
Director of Human Resources	Melanie McManus
Library Director	Ellen Ritchie
Police Officer	Brian Stewart
Information Technology Mgr.	Greg Clayton
Finance Manager	Jennifer Garrett
Management Analyst	Ayoub Kahondogoro

Absent from the meeting:

Councilmember	Charles Beasley
Councilmember	Charles Tucker

Visitors at the meeting:

Brack St. Clair	Melissa King
Kay Miller	Egan Borgmann
Paul Felegy	John Peet
Mark Towns	Linda MacAhan
Dennis Hudson	Kristie Dean
Kelly Stewart	

(1) Call to Order

Mayor Flippo called the meeting to order at 6:00 p.m. with a quorum present.

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

(2) Invocation

Pastor Dennis Hudson of Saginaw Park Baptist Church gave the invocation.

(3) Audience Participation

This item was covered on the video screen.

(4) Consent Agenda

a. Action regarding Approval of Minutes, June 7, 2022

b. Action regarding Ad Valorem Tax Collection Contract with Tarrant County

Summary: The City has contracted with Tarrant County for the collection of ad valorem taxes for many years. The use of Tarrant County for city, school, county, and special district tax collection provides an economy of scale and ultimate savings to our customers. The proposed contract is for tax years 2022 through 2024, which are fiscal years 2022/2023, 2023/2024, and 2024/2025. The collection rate in the proposed contract is $.98 per account (the same rate charged per account since 2017). State law requires the county to charge the actual cost for tax collection. Tarrant County handles all services related to billing and collecting our taxes. The number of accounts estimated for 2022 is 10,938 for an estimated cost of $10,719.

c. Action regarding Agreement between City of Saginaw and Tarrant County College District to participate in Reinvestment Zone No. 1

Summary: This agreement addresses the City's and Tarrant County College District's participation in Reinvestment Zone No. 1. Following approval by the City Council, the agreement will be presented to the Tarrant County College District for action.

Mayor Flippo stated that he received a request to remove Item 4b from the Consent Agenda.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Lawson to approve Items 4a and 4c of the Consent Agenda as presented. Motion carried unanimously. 5-0-0-2

For: Mayor Flippo, Mayor Pro-Tem Junkersfeld,
Councilmembers Lawson, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Councilmembers Beasley and Tucker

The Council considered Item 4b, Action regarding Ad Valorem Tax Collection Contract with Tarrant County.

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Bighorse to approve Item 4b of the Consent Agenda as presented. Motion carried unanimously. 5-0-0-2

For: Mayor Flippo, Mayor Pro-Tem Junkersfeld,
Councilmembers Lawson, Bighorse, and Copeland

Against: None

Abstain: None

Absent: Councilmembers Beasley and Tucker

(5) Recognition of Makayla Miller's Community Garden Project

Councilmember Bighorse read a certificate in recognition of Makayla Miller's Community Garden Project. Councilmember Bighorse presented the certificate to Ms. Miller.

(Councilmember Bighorse left the meeting at this point.)

(6) FY2022-2023 Budget Workshop

Finance Director Quin gave a presentation regarding the Crime Control and Prevention District Fund and the Street Maintenance Fund. She briefly explained the budget for both funds. Both are funded by local sales tax revenues.

(7) Update on the 2022 Strategic Project List & Work Plan

Director of Community and Economic Development Rinehart explained options for starting a chamber of commerce as well as joining an established chamber of commerce in the area. The three options are as follows.

1. Form a new Chamber of Commerce with assistance from Tarrant County College

2. In May, City joined a regional economic development partnership with the Fort Worth Chamber of Commerce. However, this isn't a typical chamber of commerce as it is geared more toward economic development.

3. Join the Northeast Tarrant Chamber of Commerce. They are considering expanding into the northwestern portion of Tarrant County which would include Saginaw.

There was discussion regarding the options. The Council requested more information including cost estimates for each option as well as the pros and cons.

(8) Executive Session

1 § 551.071. Texas Government Code. Consultation with Attorney. The City Council may convene in executive session to conduct a private consultation with its attorney on any legally posted agenda item, when the City Council seeks the advice of its attorney about pending or contemplated litigation, a settlement offer, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the provisions of Chapter 551, including the following items:

a. Any Posted Item

b. 400 S. Saginaw Blvd. & 405 S. Belmont St.

1 § 551.087. Texas Government Code. Deliberation regarding Economic Development Negotiations. The City Council may convene in executive session to discuss or deliberate regarding commercial or financial information that the City has received from a business prospect that the City seeks to have locate, stay, or expand in or near the City and with which the City is conducting economic development negotiations; or to

deliberate the offer of a financial or other incentive to a business prospect described above, including:

a. Building Improvement Grant—120 W. McLeroy Blvd.

b. 400 S. Saginaw Blvd. & 405 S. Belmont St.

Mayor Flippo declared the meeting recessed into Executive Session at 6:34 p.m.

Mayor Flippo declared the meeting back in Regular Session at 7:11 p.m.

(9) Adjournment

Motion was made by Mayor Pro-Tem Junkersfeld with a second by Councilmember Copeland to adjourn the meeting. Motion carried unanimously. 4-0-0-3

For: Mayor Flippo, Mayor Pro-Tem Junkersfeld, Councilmembers Lawson and Copeland

Against: None

Abstain: None

Absent: Councilmembers Beasley, Tucker, and Bighorse.

Mayor Flippo declared the City Council Meeting of June 21, 2022 adjourned at 7:12 p.m.

ATTEST: APPROVED:

_____ _____

City Secretary Janice England Mayor Todd Flippo

City of Saginaw

Meeting Date: 7/5/2022

Agenda Items: (4)(b)

Staff Contact: Janice England
City Secretary

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:
Action regarding Minutes, June 28, 2022

BACKGROUND/DISCUSSION:
The minutes of the Special Called Meeting held on June 28th are being presented for consideration.

FINANCIAL IMPACT:
N/A

RECOMMENDATION:
Staff recommends approval.

ATTACHMENTS:

Description

Minutes, 6-28-2022

CITY OF SAGINAW
MINUTES OF SPECIAL CALLED
CITY COUNCIL MEETING
HELD AT THE SAGINAW CITY HALL
333 WEST MCLEROY BLVD.
JUNE 28, 2022

Present at the meeting:

Mayor Pro-Tem	Valerie Junkersfeld
Councilmember	Paul Felegy
Councilmember	Nicky Lawson
Councilmember	Charles Tucker
Councilmember	Mary Copeland
City Manager	Gabe Reaume
Asst. City Manager	Lee Howell
Finance Director	Kim Quin
City Secretary	Janice England
Police Chief	Russell Ragsdale
Asst. Fire Chief	Scott Craver
Director of Comm. & Eco. Dev.	Keith Rinehart
Director of Human Resources	Melanie McManus
Emergency Mgmt. Coord.	Joseph Laster

Absent from the meeting:

Mayor	Todd Flippo
Councilmember	Charles Beasley
Councilmember	Cindy Bighorse
City Attorney	Bryn Meredith
City Engineer	Trenton Tidwell
Fire Chief	Doug Spears
Director of Public Works	Randy Newsom
Library Director	Ellen Ritchie

Visitors at the meeting:

Brack St. Clair	John D. Peet
J.D. Peet	Kolene Dean
Amy Woodward	Brent Wooten
M. Nieves	R. Nieves
Patti Felegy	Jan Young

(1) Call to Order

Mayor Pro-Tem Junkersfeld called the meeting to order at 6:00 p.m. with a quorum present.

Pledge of Allegiance to the United States

Pledge of Allegiance to the State of Texas

(2) Invocation

Councilmember Lawson gave the invocation.

(3) Audience Participation

This item was covered on the video screen.

(4) Consideration and Action regarding Resolution No. 2022-16, Canvasing Returns and Declaring Results of a Run-Off Election held on June 18, 2022 for the Purpose of Electing Councilmember Place 1

Motion was made by Councilmember Tucker with a second by Councilmember Lawson to approve Resolution No. 2022-16 canvassing the results of the Run-Off Election held on June 18, 2022 and declaring Paul Felegy elected to the position of Councilmember Place 1. Motion carried unanimously. 4-0-0-3

For: Mayor Pro-Tem Junkersfeld,
Councilmembers Lawson, Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Flippo, Councilmembers Beasley and Bighorse

(5) Oath of Office for Councilmember Place 1

City Secretary England administered the oath of office for Councilmember Place 1, Paul Felegy.

Councilmember Felegy took his seat with the City Council.

(6) Consideration and Action regarding Appointment of Paul Felegy to Crime Control and Prevention District Board of Directors

Motion was made by Councilmember Lawson with a second by Councilmember Copeland to approval the removal of former Councilmember Beasley and the appointment of Councilmember Felegy to the Crime Control and Prevention District Board of Directors. Motion carried unanimously. 5-0-0-2

For: Mayor Pro-Tem Junkersfeld,
Councilmembers Felegy, Lawson, Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Flippo and Councilmember Bighorse

(7) Consideration and Action regarding Appointments: a. Advisory Recreation and Parks Board; b. Animal Shelter Advisory Committee; c. Board of Adjustment: d. Capital Improvements Advisory Committee—Ad Hoc Member; and e. Planning and Zoning Commission

Councilmember Copeland, representing the Council Subcommittee (consisting of Councilmembers Lawson, Bighorse, and Copeland) gave the Subcommittee's recommendations for appointment and reappointments.

a. Advisory Recreation and Parks Board

Motion was made by Councilmember Lawson with a second by Councilmember Tucker to reappoint Janelle Young to Place 2; reappoint Russell Jolly to Place 4; reappoint Ronda Nyberg to Place 6; and reappoint Wayne Giles to 2nd Alternate on the Advisory Recreation and Parks Board. Motion carried unanimously. 5-0-0-2

For: Mayor Pro-Tem Junkersfeld,
Councilmembers Felegy, Lawson, Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Flippo and Councilmember Bighorse

b. Animal Shelter Advisory Committee

Motion was made by Councilmember Lawson with a second by Councilmember Felegy to appoint Tammy Southard to Place 2 (moving her from Alternate 2); appoint Breanna Farley to Place 3 (moving her from Place 5); reappoint Jose Wheeland to Place 4; appoint Kolene Dean to Place 5; appoint Carolle Cox to Alternate 1; and appoint John Peet to Alternate 2 on the Animal Shelter Advisory Committee. Motion carried unanimously. 5-0-0-2

For: Mayor Pro-Tem Junkersfeld,
Councilmembers Felegy, Lawson, Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Flippo and Councilmember Bighorse

c. Board of Adjustment

Motion was made by Councilmember Felegy with a second by Councilmember Tucker to reappoint Bobby Grayson to Place 2; reappoint James Burgdorf to Place 4; and reappoint Steve Smiley to Alternate 2 on the Board of Adjustment. Motion carried unanimously. 5-0-0-2

For: Mayor Pro-Tem Junkersfeld,
Councilmembers Felegy, Lawson, Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Flippo and Councilmember Bighorse

d. Capital Improvements Advisory Committee—Ad Hoc Member

Motion was made by Councilmember Lawson with a second by Councilmember Tucker to appoint Roger Brandt to the Ad Hoc Member Position on the Capital Improvements Advisory Committee. Motion carried unanimously. 5-0-0-2

For: Mayor Pro-Tem Junkersfeld,
Councilmembers Felegy, Lawson, Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Flippo and Councilmember Bighorse

e. Planning and Zoning Commission

Motion was made by Councilmember Lawson with a second by Councilmember Felegy to appoint Brent Wooten to Place 1 (moving him from Alternate 2); appoint Philip Allen to Place 3; appoint Ed Larson to Place 4; reappoint Jason LaBruyere to Place 5; appoint David Kraus to Alternate 1; and appoint Lainey Wood to Alternate 2 on the Planning and Zoning Commission. Motion carried unanimously. 5-0-0-2

For: Mayor Pro-Tem Junkersfeld,
Councilmembers Felegy, Lawson, Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Flippo and Councilmember Bighorse

(8) Adjournment

Motion was made by Councilmember Felegy with a second by Councilmember Tucker to adjourn the meeting. Motion carried unanimously. 5-0-0-2

For: Mayor Pro-Tem Junkersfeld,
Councilmembers Felegy, Lawson, Tucker, and Copeland

Against: None

Abstain: None

Absent: Mayor Flippo and Councilmember Bighorse

Mayor Pro-Tem Junkersfeld declared the City Council Meeting of June 28, 2022 adjourned at 6:14 p.m.

ATTEST: APPROVED:

_____ _____

City Secretary Janice England Mayor Todd Flippo

City of Saginaw

Meeting Date: 7/5/2022

Agenda Items: (4)(c)

Staff Contact: Janice England
City Secretary

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:
Action regarding Cancellation of July 19, 2022 City Council Meeting

BACKGROUND/DISCUSSION:
There are no items pending for the July 19th City Council Meeting. Therefore it has been suggested that this meeting be cancelled.

FINANCIAL IMPACT:
N/A

RECOMMENDATION:
Staff recommends approval.

City of Saginaw

Meeting Date: 7/5/2022

Agenda Items: (4)(d)

Staff Contact: Keith C. Rinehart
Director of Community & Economic Development

E-mail: krinehart@saginawtx.org

Phone: 18172300331

SUBJECT:
Action Regarding Building Improvement Grant Agreement with Century 21 Alliance Properties (120 West McLeroy Blvd)

BACKGROUND/DISCUSSION:
On Tuesday, June 21 2022, the Saginaw City Council heard information in Executive Session pertaining to the specifics of a Building Improvement Grant (BIG) Program application submitted in June 2022 by Century 21 Alliance Properties in regards to their property located 120 West McLeroy Blvd. The City Council determined in that session to award an amount not-to-exceed $3,500 in reimbursable and matching dollars for the anticipated improvements as proposed on their application. The included contract under consideration is the realization of that intention.

FINANCIAL IMPACT:
Maximum of $3,500 from Account # 01-6142-13-00 Building Improvement Grants

RECOMMENDATION:
NA

ATTACHMENTS:

Description

Council Communique

City of Saginaw

COMMUNITY & ECONOMIC DEVELOPMENT DEPARTMENT
333 W. McLeroy Blvd., Saginaw, Texas 76179

Council Agenda Background

To: Gabe Reaume, City Manager

From: Keith C. Rinehart, Director of Community & Economic Development

Date: City Council Meeting – July 5, 2022

ITEM:

Action Regarding Building Improvement Grant Agreement with Century 21 Alliance Properties (120 West McLeroy Blvd)

PRESENTER:

Keith C. Rinehart, Director of Community & Economic Development

DISCUSSION:

On Tuesday, June 21 2022, the Saginaw City Council heard information in Executive Session pertaining to the specifics of a Building Improvement Grant (BIG) Program application submitted in June 2022 by Century 21 Alliance Properties in regards to their property located 120 West McLeroy Blvd. The City Council determined in that session to award an amount not-to-exceed $3,500 in reimbursable and matching dollars for the anticipated improvements as proposed on their application. The included contract under consideration is the realization of that intention.

FINANCIAL IMPACT:

Maximum of $3,500 from Account # 01-6142-13-00 Building Improvement Grants

RECOMMENDATION

NA

ATTACHMENTS:

- Building Improvement Grant Application
- 380 Agreement

If you have any questions, please contact me at 817-230-0331.

Thank you,



Keith C. Rinehart, Director of Community & Economic Development

Building Improvement Grant Program Agreement

This Building Improvement Grant Program Agreement ("Agreement") is made by and between the City of Saginaw (the "City") and Century 21 Alliance Properties ("Property Owner").

WITNESSETH:

WHEREAS, the Property Owner is the owner of property located at 120 West McLeroy Blvd., Saginaw, Texas; and

WHEREAS, Texas Local Government Code Chapter 380 allows the City to provide incentives for the promotion of economic development; and

WHEREAS, the promotion of the redevelopment of commercial properties in the City promotes economic development within the City and is essential for the continued economic growth and vitality of the City; and

WHEREAS, the Building Improvement Grant Program will enhance the commercial viability and sustainability of commercial properties in the City, improve the physical appearance of businesses and visibly enhance the City's commercial corridors, and aid in the retention and expansion of existing businesses; and

WHEREAS, the City has determined that providing an economic development incentive in accordance with this Agreement will further the objectives of the City, will benefit the City and the City's inhabitants, will promote local economic development, and will stimulate business and commercial activity in the City; and

NOW THEREFORE, in consideration of the foregoing, and on the terms and conditions hereinafter set forth, and other valuable consideration the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

Section 1. Term

The term of this Agreement shall begin on the date of Property Owner execution listed below and shall continue until the three-year anniversary of the date that the final Building Improvement Grant is paid by the City, unless sooner terminated as provided herein.

Section 2. Definitions

The terms used in this Agreement shall have the meanings ascribed to them in the City of Saginaw Building Improvement Grant Policy. The term "Impositions" shall mean: all taxes, assessments, use and occupancy taxes, charges, excises, license and permit fees, and other charges by public or governmental authority, general and special, ordinary

and extraordinary, foreseen and unforeseen, which are or may be assessed, charged, levied, or imposed by any public or governmental authority on the Property Owner or any property or any business owned by Property Owner within the City.

Section 3. Economic Development Incentive

(a) Payment. Subject to the Property Owner's continued satisfaction of the terms and conditions of this Agreement and of the Policy, and the obligation of the Property Owner to repay the Incentive pursuant to Section 5(b) hereof, the City agrees to provide the Building Improvement Grant to the Property Owner to be paid in a single lump-sum payment after Property Owner makes a written request for reimbursement, in accordance with the requirements of the Policy. The total Building Improvement Grant shall be an amount not to exceed $3,500 and eligibility for any Enhancement category shall be limited as set forth in the Policy.

(b) Current Revenue. The Building Improvement Grant made hereunder shall be paid solely from lawfully available funds that have been appropriated by the City. Under no circumstances shall City's obligations hereunder be deemed to create any debt within the meaning of any constitutional or statutory provision. None of the City's obligations under this Agreement shall be pledged or otherwise encumbered in favor of any commercial lender and/or similar financial institution or other party.

Section 4. Building Improvement Grant Conditions

(a) Conditions. The City's obligation to pay the Building Improvement Grant shall be conditioned upon the Property Owner's continued compliance with and satisfaction of the terms and conditions of this Agreement and the Policy, except those portions of the Policy that have been specifically waived or modified by the City Council. A detailed summary of the required Enhancements and required Construction Costs is set forth in the attached and incorporated Exhibit "A" hereto. A copy of the Policy is hereby attached hereto and incorporated herein as Exhibit "B" to this Agreement.

(b) Inspections. The Property Owner agrees that City, upon reasonable advance notice, may inspect the Enhancements to determine compliance with the terms of the Agreement.

(c) Construction Costs. The Property Owner shall, as a condition precedent to the City's payment of the Building Improvement Grant, provide copies of invoices, receipts and other documentation as may be reasonably requested by the Staff to verify the costs incurred and paid by the Property Owner for construction of the Enhancements.

Section 5. Termination

(a) This Agreement shall terminate upon the occurrence of any one of the following:

(1) mutual agreement of the parties;

(2) the Expiration Date;

(3) at the City's option, if any Impositions owed to the City or the State of Texas by Property Owner shall become delinquent (provided, however Property Owner retains the right to timely and properly protest and contest any such Impositions);

(4) by the City in the event Property Owner breaches any of the terms or conditions of this Agreement and such breach is not cured within sixty (60) days after written notice thereof;

(5) by City, if the Property Owner suffers an event of bankruptcy or insolvency;

(6) by City, if any subsequent Federal or State legislation or any final, non-appealable decision of a court of competent jurisdiction declares or renders this Agreement invalid, illegal or unenforceable; or

(b) In the event of termination by the City pursuant to (a)(3), (4), (5), or (6) the Property Owner shall immediately repay to the City an amount equal to Building Improvement Grant paid to Property Owner, if any, prior to termination of this Agreement.

Section 6. Miscellaneous

(a) Assignment. This Agreement may not be assigned without the prior written consent of the City.

(b) Binding Agreement. The terms and conditions of this Agreement are binding upon the successors and assigns of the parties hereto.

(c) Limitation on Liability. It is understood and agreed between the parties that the Property Owner, in satisfying the conditions of this Agreement, has acted independently, and City assumes no responsibilities or liabilities to third parties in connection with these actions.

(d) No Joint Venture. It is acknowledged and agreed by the parties that the terms hereof are not intended to and shall not be deemed to create a partnership or joint venture among the parties.

(e) Authorization. Each party represents that it has full capacity and authority to grant all rights and assume all obligations that are granted and assumed under this Agreement.

(f) Notice. Any notice required or permitted to be delivered hereunder shall be deemed received three days thereafter sent by United States Mail, postage prepaid, certified mail, return receipt requested, addressed to the party at the address set forth below or on the day actually received if sent by courier or otherwise hand delivered.

If intended for Property Owner, to:

Century 21 Alliance Properties.
Attn: Roger D. Brandt II
120 West McLeroy Blvd
Saginaw, TX 76179

If intended for City, to:

Attn: City Manager
City of Saginaw, Texas
P. O. Box 79070
Saginaw, Texas 76179

(g) Indemnification. **THE PROPERTY OWNER HEREBY CERTIFIES THAT THE PROPERTY OWNER IS SOLELY RESPONSIBLE FOR OVERSEEING THE WORK, AND WILL NOT SEEK TO HOLD THE CITY, THE BOARD, AND / OR THEIR AGENTS, EMPLOYEES, OFFICERS, AND / OR DIRECTORS LIABLE FOR ANY PROPERTY DAMAGE, PERSONAL INJURY, OR OTHER LOSS RELATED IN ANY WAY TO THIS AGREEMENT OR THE POLICY, AND AGREES TO INDEMNIFY THE CITY, THE BOARD, AND THEIR AGENTS, EMPLOYEES, OFFICERS, AND DIRECTORS FROM ANY CLAIMS OR DAMAGES RESULTING FROM THE PROJECT, INCLUDING REASONABLE ATTORNEY FEES.**

(h) Entire Agreement. This Agreement is the entire Agreement between the parties with respect to the subject matter covered in this Agreement. There is no other collateral oral or written Agreement between the parties that in any manner relates to the subject matter of this Agreement, except as provided in any Exhibits attached hereto.

(i) Governing Law. The Agreement shall be governed by the laws of the State of Texas; and venue for any action concerning this Agreement shall be in the State District Court of Tarrant County, Texas. The parties agree to submit to the personal and subject matter jurisdiction of said court.

(j) Amendment. This Agreement may only be amended by the mutual written agreement of the parties.

(k) Legal Construction. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any

respect, such invalidity, illegality, or unenforceability shall not affect other provisions, and it is the intention of the parties to this Agreement that in lieu of each provision that is found to be illegal, invalid, or unenforceable, a provision shall be added to this Agreement which is legal, valid and enforceable and is as similar in terms as possible to the provision found to be illegal, invalid or unenforceable.

(l) Recitals. The recitals to this Agreement are incorporated herein.

(m) Counterparts. This Agreement may be executed in counterparts. Each of the counterparts shall be deemed an original instrument, but all of the counterparts shall constitute one and the same instrument.

(n) Survival of Covenants. Any of the representations, warranties, covenants, and obligations of the parties, as well as any rights and benefits of the parties, pertaining to a period of time following the termination of this Agreement shall survive termination.

City of Saginaw, Texas

By:

Todd Flippo, Mayor,

Attest:

By:

City Secretary

Executed on this _____ day of _____, 2022.

Property Owner

By: _____

Name:

EXHIBIT "A"

ENHANCEMENTS AND CONSTRUCTION COSTS

B.I.G. Application

1	PROJECT INFORMATION			
A	**Property Address:** 120 W. McLeroy Blvd			
B	**Estimated Begin Work Date:** June 2022		**Estimated Completion Date:** June 2022	
C	**Years in business at this location:** 23 Years			
D	**Reason for requesting grant:** Install New Signage (Replacing old sign with new. No longer "MetLife", now Farmers Insurance)			
2	ELIGIBILITY OF PROPERTY			
	Yes	**No**	**Item**	**Notes**
A	X		Within the City?	
B	X		Commercially zoned?	
C	X		Tax Paying entity?	
D	X		City taxes in good standing?	
E		X	No City liens existing?	
F	X		Proof of ownership provided?	
G		X	Outstanding code violations?	
H	X		Frequency of Grants OK?	• In accordance with Section 3.1.8
3	ELIGIBILITY OF BUSINESS			
	Yes	**No**	**Item**	**Notes**
A	X		Business taxes in good standing?	
B	X		If not owner, authorization provided?	

B.I.G. Application

4	Enhancements	Total Cost	Policy Max %	Policy Max $	Amount Requested	Amount Approved
A	Façade: (Section 4.3)	-	-	-	-	-
B	Interior Renovation: (Section 4.4)	-	-	-	-	-
C	Landscaping: (Section 4.5)	-	-	-	-	-
D	Lighting: (Section 4.6)	-	-	-	-	-
E	Parking / Driveways: (Section 4.7)	$7,000	50%	$3,500	$3,500	-
F	Pedestrian Amenities: (Section 4.8)	-	-	-	-	-
G	Signage: (Section 4.9)	-	-	-	-	-
H	Code Compliance: (Section 4.10)	-	-	-	-	-
I	Demolition: (Section 4.11)	-	-	-	-	-
J	Public Art: (Section 4.12)	-	-	-	-	-
				TOTAL AMOUNT REQUESTED	**$3,500**	
				TOTAL BUILDING IMPROVEMENT GRANT APPROVED:		
L	Describe any planned Non-Grant Enhancements: N/A					

B.I.G. Application

5	GRANT PRIORITIES			
	Yes	No	Preferred Area / Business?	Notes
A	X		Transportation Corridors including: McLeroy Blvd.	• This is also located one block from N/S Saginaw Blvd.
B	X		Downtown	• Located in the geographic center of town
C		X	Retail	• ZONED COMMUNITY COMMERCIAL: Real Estate
D		X	Restaurants	
E	X		Professional Office	• Century 21 Alliance Properties
F		X	Industrial and manufacturing	
G	X		Any sales-tax generating business	• Century 21 Alliance Properties
6	ATTACHMENTS / EXHIBITS			
	Yes	No	Item	Notes
A	X		Ownership documentation	• See attached…
B	X		Photos of existing condition	• Photos of existing building and signage
C			Drawings, renderings, plans of the proposed enhancements	• Photos concepts of new signage
D	X		Written description of enhancements including building materials and color schemes	• Yes
E	X		Construction cost estimate	• $7,000 – Asphalt
F		*X	Copy of the signed lease agreement	• Not required – Applicant is owner
G		*X	Written support of grant application from the owner	• Not required – Applicant is owner

TARRANT COUNTY, TEXAS

Property Tax Record

NEW SEARCH

Account:	00003736725	**Acres:**	0.344	**2021 Values**	
APD:	A 59 1F	**Yr Built:**	0	Land	76510
Location:	0000120 W MCLEROY BLVD	**Frozen Yr:**	NONE	Improvement	215223
Legal:	ARMENDARIS, JUAN SURVEY ABST RACT 59 TRACT 1F	**Frozen Amt:**	$0.00	**2021 Exemptions**	
		Sq Ft:	0	**Overlapping District Accounts**	
Owner:	BLUE WATER RENTS LLC 2941 ASTON MEADOWS DR HASLET TX 76052-	**Def. Start:**	NONE	A--59---1F	TC
		Def. End:	NONE		
		Roll:	R		

*In keeping with Texas Tax Code Section 25.027, this website does not indicate that a property owner is 65 years of age or older

VIEW TAD INFORMATION (EXTERNAL LINK)

DISCLAIMER

External links are being provided as a convenience and for informational purposes only; they do not constitute an endorsement or an approval by Tarrant County of any of the products, services or opinions of the corporation or organization or individual. Tarrant County bears no responsibility for the accuracy, legality or content of the external site or for that of subsequent links. Contact the external site for answers to questions regarding its content.

Click on the e-Statement button to view Total Tax Due.

Click on the e-Payment button to make a credit card or eCheck payment.

CURRENT STATUS

TAX ESTIMATOR

E-PAYMENT

PRIOR YEARS

E-STATEMENT

PAPERLESS

Year	Unit	Levy Amount	Amount Paid	Levy Due	Penalty	Interest	Col Penalty	Total Due	Receipt Date
2021	021	1,398.91	1,398.91	0.00	0.00	0.00	0.00	0.00	12/17/2021
2021	220	668.07	668.07	0.00	0.00	0.00	0.00	0.00	12/17/2021
2021	224	654.73	654.73	0.00	0.00	0.00	0.00	0.00	12/17/2021
2021	225	379.75	379.75	0.00	0.00	0.00	0.00	0.00	12/17/2021
2021	918	4,252.01	4,252.01	0.00	0.00	0.00	0.00	0.00	12/17/2021
2021 Totals		7,353.47	7,353.47	0.00	0.00	0.00	0.00	0.00	

Values

This information is intended for reference only and is subject to change. It may not accurately reflect the complete status of the account as actually carried in TAD's database. Tarrant County Tax Office Account Information

Year	Improvement Market	Land Market	Total Market	Total Appraised †
2022	$215,423	$76,510	$291,933	$291,933
2021	$215,223	$76,510	$291,733	$291,733
2020	$215,223	$76,510	$291,733	$291,733
2019	$215,223	$76,510	$291,733	$291,733
2018	$215,223	$76,510	$291,733	$291,733
2017	$215,223	$76,510	$291,733	$291,733

A zero value indicates that the property record has not yet been completed for the indicated tax year.
† Appraised value may be less than market value due to state-mandated limitations on value increases.

EXHIBIT "B"

BUILDING IMPROVEMENT GRANT POLICY

Saginaw, Texas
Building Improvement Grant Policy

WHEREAS, the City Council of the City of Saginaw, Texas (Council) desires to implement a matching grant program to encourage the development, retention, or expansion of business enterprises in the City; and

WHEREAS, Chapter 380 of the Texas Local Government Code authorizes municipalities to establish and provide for the administration of programs that promote economic development and stimulate business and commercial activity in the City; and

WHEREAS, the City Council on December 4, 2018 considered and approved Resolution 2018-23 approving this Building Improvement Grant Policy (Policy).

BE IT KNOWN THAT, the terms and conditions of the Policy, having been reviewed by the Council and found to be acceptable and in the best interest of the City and its citizens and businesses, are hereby approved.

Section 1.
Introduction & Goals

This program is a matching grant program that reimburses commercial property owners or business operators for Eligible Enhancements made to the Property. The goals of this Policy are to: 1.1. Enhance the commercial viability and sustainability of commercial properties in the City;

1.2. Improve the physical appearance of businesses and visibly enhance the City's commercial corridors;

1.3. Aid in the retention and expansion of existing businesses;

1.4. Increase the taxable value of commercial properties in the City;

1.5. Enhance commercial areas through the placement of Public Art;

1.6. Increase the marketability and occupancy rate of commercial buildings hindered by an outdated appearance;

1.7. Increase the safety of a commercial area and stimulate more public interaction; and

1.8. Provide incentives in areas and to businesses most likely to stimulate similar enhancements by other private entities.

Section 2.
Definitions

The following definitions shall apply to the terms used in this Policy:

Agreement: A written performance agreement between the Board and the Applicant.

Applicant: Shall mean the Property owner or business occupant signing the Application for a Building Improvement Grant.

Application: Shall mean the Application for Building Improvement Grant Policy Incentives as maintained by Staff.

Board: Shall mean the Board of the Saginaw Economic Development Corporation of the City. Prior to formulation of the Board or in its absence in the future, the City Council shall perform all duties of the Board.

Building Improvement Grant: Shall mean the financial support to make designated Property Enhancements as approved, and sometimes referred to as "Grant."

City: The City of Saginaw, Texas.

City Council: The City Council of the City.

Code Violations: Shall be any violation of the City's code of ordinances.

Construction Costs: The cost of permits, fees, construction materials, and installation labor. All other associated costs are deemed excluded, including, but not exclusively, the following costs: design, construction document preparation, bidding, sweat equity and construction financing.

Eligible Enhancements: Shall mean the Enhancements identified as eligible in Section 4 herein.

Enhancements: Shall be as defined in Section 4 herein.

Façade: Shall mean the exterior of a building.

Notice to Proceed: A written notice authorizing the Applicant to begin construction as approved.

Policy: Shall mean this Building Improvement Grant Policy.

Property: Shall mean the physical lot and / or building to which Enhancements are being made.

Public Art: Shall mean sculptures, murals, architectural features and similar tangible exhibits, and specifically excludes performing arts.

Staff: The City Manager or their designee.

Section 3.
Eligibility

The following Properties and Businesses are eligible to receive Grants.

3.1. Properties: Only properties meeting the following requirements at the time an Application is submitted shall be eligible to receive Grants as outlined by this Policy:

3.1.1. Within the City: Property must be located within the City's municipal boundaries.

3.1.2. Non-Residentially Zoned: Property must be zoned for uses other than residential uses and the current use of the Property may not be residential.

3.1.3. Tax-Paying Entity: The Property must be subject to the City's Ad Valorem property tax.

3.1.4. Financial Standing: Property shall be in good standing as it relates to taxes or any monies due to the City.

3.1.5. City Liens: Property shall be in good standing as it relates to any liens held by the City.

3.1.6. Ownership: Property owners must provide sufficient proof of ownership.

3.1.7. Code Violations: Property must not have any outstanding code violations.

3.1.8. Frequency: Property must not have received a Grant for the same category of Enhancement (e.g. Façade, Landscaping) in a twelve month period.

3.2. Businesses: Only businesses meeting the following requirements shall be eligible to receive benefits outlined by this Policy:

3.2.1. Financial Standing: The business shall be in good standing as it relates to taxes or any monies due to the City.

3.2.2. Tax-Paying Entity: The business must be a tax-paying entity.

3.2.3. Property Owner Approval: Businesses, if not the owner of the property to be occupied, must provide a copy of their lease agreement and support of the Application from the Property
owner prior to approval of the Application.

Section 4.
Enhancements

4.1. Aspirations: As with any policy or regulation, it is difficult to precisely regulate factors that are not easily defined. With that in mind, the following are to be considered aspirations for contemplated Enhancements:

- Enhancements should be compatible with the character and architecture of the individual building and those in proximity;
- Where appropriate, Enhancements may act as a catalyst to create a unique environment;
- Enhancements should make the Property more inviting to the public; and Enhancements should be functional as well as visually appealing.

4.2. General Enhancement Eligibility: Property Enhancements shall be deemed as eligible or ineligible for the benefits of this Policy as defined below. In general, the following Enhancements, though not exclusively, are ineligible for all Grants:

- Any Enhancement that does not comply with existing ordinances of the City;
- Any Enhancements made prior to the Notice to Proceed;
- Sweat equity or "in-kind" services;
- New construction which is not specifically listed in this Policy as an Eligible Enhancement;
- Any Enhancements to eliminate Code Violations of a Property or Business; Fees for designing, engineering, surveying, legal services, financing, etc.; or
- Any Enhancements not identified as eligible below. A potential applicant may discuss an enhancement not identified below with City staff to ascertain whether or not the enhancement meets the Purpose and Intent of this Policy. If so, an amendment to this Policy may be placed before the City Council to determine the merits of including a new eligible enhancement.

4.3. Façade Enhancements: The following are Eligible Enhancements except as noted otherwise:

4.3.1. Façade Materials: Replacing deteriorated or unsafe façade materials with brick, stone, tile, wood, or siding meeting the City's masonry requirements and / or architectural standards. Removal of "slip" coverings of prior façade materials and re-establishment of historic façade details. Repointing of mortared joints, replacement or repair of damaged masonry.

4.3.2. Cleaning: Pressure washing or sand blasting existing facades, cleaning of tiles.

4.3.3. Painting: Scraping, priming and otherwise preparing the surface and painting.

4.3.4. Window / Doors: Replacement of or improvements to existing windows or doors that are visible from a public street. New windows and doors matching replaced windows or doors. Replacement of broken glass panes.

4.3.5. Awnings / Canopies: Replacement of or improvements to existing awnings or canopies. New awnings or canopies.

4.3.6. Historical Restoration: Restoration of architectural details of historic significance and / or removal of elements covering such details.

4.3.7. Roof Repair: Replacement or repair of all or portions of the roof.

4.3.8. Gutters and Downspouts: Replacement or repair of existing gutters and / or downspouts.

4.3.9. Ineligible: Though not an all-inclusive list, the following are specifically not eligible: burglar bars, painting a new building.

4.4. Interior Renovation: The following are Eligible Enhancements except as noted otherwise:

4.4.1. Renovations: Renovations that enhance the commercial usability of the building.

4.4.2. Ineligible: Though not an all-inclusive list, the following are specifically not eligible: painting, wallpaper, and other types of aesthetic treatments.

4.5. Landscaping: The following are Eligible Enhancements except as noted otherwise:

4.5.1. Edging: Providing a perimeter to shrub beds with materials deemed to be of a long life, e.g. brick, stone, concrete, steel.

4.5.2. Shrubs and Trees: Shrubs and / or trees of a variety that are sustainable in the area when combined with removal of existing shrubs and / or trees that are either overgrown or of poor quality. Preference is given to xeriscape approaches using drought-tolerant plant species.

4.5.3. Seasonal Color: Providing one-time planting of annual or perennial flowers in critical areas adequate to provide an appealing impact.

4.5.4. Irrigation: Automatic irrigation system complying with all code requirements. Preference is given to water conservation measures and approaches (e.g. drip irrigation).

4.5.5. Lawn Renovation: Removal or re-establishment of an existing lawn with a desirable type of lawn. (An automatic irrigation system is required with this Enhancement.)

4.5.6. Fencing: Replacement of fencing or installation of new fencing that is visually appealing.

4.5.7. Ineligible: Though not an all-inclusive list, the following are specifically not eligible: landscape pruning, mowing and / or maintenance.

4.6. Lighting: The following are Eligible Enhancements:

4.6.1. Interior: Lighting of a permanent nature that enhances the commercial viability of a building.

4.6.2. Pedestrian: Increases in lighting in pedestrian areas on or adjacent to the Property, e.g. sidewalks, parking lots.

4.6.3. Accents: Lighting that accentuates exterior features of the building or Property creating a pleasant ambience on the Property.

4.6.4. Signage: Lighting that illuminates signage identifying the business.

4.7. Parking / Driveways: The following are Eligible Enhancements except as noted otherwise:

4.7.1. Reconstruction: Removal of existing pavement, gravel, curbing, drives, accessibility ramps, etc. and replacement with reconstruction meeting City requirements.

4.7.2. Resurfacing: Re-topping asphalt parking areas.

4.7.3. Restriping: Repainting of parking stall stripes and / or fire lane graphics meeting the City's requirements.

4.7.4. Ineligible: Though not an all-inclusive list, the following are specifically not eligible: Installation, repair or replacement of any surface that is not an all-weather hard surface as required by the City's code of ordinances.

4.8. Pedestrian Amenities: The following are Eligible Enhancements:

4.8.1. Paving: Paving of a unique nature in areas that allow customers to congregate.

4.8.2. Seating Areas: Provisions for seating in areas where customers may congregate before, during or after supporting the business.

4.8.3. Shade: Provisions for shading pedestrian areas to include permanent or temporary canopies, awnings, umbrellas or similar shade structures.

4.8.4. Music: Provisions for permanent installation of fixtures to accommodate providing music in areas where customers congregate.

4.8.5. Trash Receptacles: Trash receptacles establishing or matching a design theme utilized throughout the pedestrian areas.

4.8.6. Play Equipment: Recreational equipment intended for the entertainment of children when placed on private property in close proximity to the primary building.

4.9. Signage: The following are Eligible Enhancements. The replacement of signs that do not conform to current City requirements is a priority for the City.

4.9.1. Replacing Signs: Replacing existing signs, with new signage that complies with all City requirements.

4.10. Code Compliance: The following are Eligible Enhancements:

4.10.1. Public Accessibility: Reconstruction or new construction to comply with public accessibility requirements.

4.10.2. Fire Suppression Systems: Replacement, upgrade, or installation of fire suppression systems in compliance with current codes.

4.11. Demolition: The costs of demolishing and removing existing structures on a Property may be considered for Property Enhancements.

4.12. Public Art: Providing for the placement of Public Art on the Property.

4.13. Participation Limitations: The potential matching Grant for each type of Enhancement would be the lesser of the Maximum Percentage or Maximum Per Enhancement Category Amount. The Applicant is responsible for the remaining costs of the Enhancement and must complete the full Enhancement to be eligible for the matching Grant.

4.13.1. Maximum Percentage: A Maximum Percentage of fifty percent (50%) shall be the maximum percentage of the total cost of any Enhancement that the City will grant the Applicant.

4.13.2. Maximum Per Enhancement Category: A Maximum Amount of five thousand dollars ($5,000) is the maximum dollar amount to be granted for any category of Enhancement.

4.13.3. Accumulative Maximum Grant: Notwithstanding the Maximum Percentage and Maximum Per Enhancement Category limitations for each type of Enhancement, no Property or Business may receive more than five thousand dollars ($5,000) in matching Grants during one 12-month period. The following examples are provided to clarify different application scenarios:

A. Example 1: Applicant desires to do $12,000 in eligible Landscape Enhancements. By Policy, the maximum Grant allowed by the Max Percentage (50%) would be $6,000, but the maximum Grant allowed by the Max Per Category would be $5,000. The lesser of the two is $5,000 which would be the maximum matching Grant for the $12,000 landscaping project. Further, within a 12-month period the Applicant cannot receive additional grants for any Enhancements (per Section 4.13.3).

B. Example 2: Applicant desires to do $8,000 in eligible Landscape Enhancements. By Policy, the maximum Grant allowed by the Max Percentage (50%) would be $4,000, and the maximum Grant allowed by the Max Per Category would be $5,000. The lesser of the two is $4,000 which would be the maximum matching Grant for the $8,000 landscaping project. Further, within a twelve-month period the Applicant cannot receive more grants for Landscape Enhancements (per Section 3.1.8), but may apply and receive a second matching Grant, not to exceed $1,000 ($5,000 max - $4,000 Grant) for any Enhancement category *other than* Landscaping.

Section 5.
Grant Priorities

The City has determined that the following are priorities for the benefits of this Policy. The evaluation of the merits of any Application shall take into consideration whether or not the Application also meets these priorities.

5.1. Preferred Areas: The following areas of the City are areas of priority for implementation of this Policy:

5.1.1. Transportation Corridors including; Saginaw Blvd, Bailey Boswell Rd, Old Decatur Rd, Blue Mound Rd (west side), McLeroy Blvd; and

5.1.2. Downtown areas.

5.2. Preferred Businesses: The following types of businesses are a priority for implementation of this Policy:

5.2.1. Retail;

5.2.2. Restaurants;

5.2.3. Professional Office;

5.2.4. Industrial and manufacturing; and

5.2.5. Any sales-tax generating business.

Section 6.
Administrative Procedures

Following are the Administrative Procedures regarding the Application for and approval of Building Improvement Grants:

6.1. Pre-Submittal: All Applicants are encouraged to meet with Staff prior to preparation of an Application.

Applicants should contact the following to set up a meeting.

Department of Economic Development
333 West McLeroy Blvd, Saginaw, TX 76179
(817) 230-0331

6.2. Application: The submittal of an Application is required prior to any evaluation of the request for Building Improvement Grants. The Application shall be on a form prepared by Staff and available on the City's website or at the location noted in 6.1.

6.2.1. Required Information: The following shall be included with the Application:

A. Proof of ownership of the Property;
B. Photographs of the existing Property;
C. Drawings, renderings, plans of the proposed Enhancements;
D. Written description of the Enhancements including building materials and color schemes to be used;
E. Construction Cost estimate; and
F. If Applicant is not the Property owner:
    i. Written approval of the Application from the owner;
    and ii. Copy of the signed lease agreement.

6.2.2. Amendments: Staff may amend the form of the Application as needed to more efficiently evaluate the merits of requested Enhancements.

6.3. Review & Evaluation: Following are criteria to review and evaluate the Application:

6.3.1. Review Criteria:

A. Completeness of Application: Completeness of the Application; including all required attachments.
B. Grant Priorities: Whether the Application includes a targeted business classification or whether it is located in a targeted improvement area as defined in Section 5.

C. Impact: An estimation of the impact that the Enhancements might have, particularly as a catalyst for continued private investment.

D. Non-funded Improvements: Are the improvements associated with the Grant part of a larger effort to enhance the Property.

E. Elimination of a Non-Conformity: Do the Enhancements eliminate a legal non-conforming aspect of the Property.

6.3.2. Staff Evaluation and Recommendation: The coordinating Staff member shall convene a team of the appropriate persons to evaluate the Application. Upon review, such team shall prepare a recommendation to forward to the Board.

A. Site Visit: Prior to formal evaluation of the Application, the Applicant shall allow Staff the opportunity to visit the Property to verify its status prior to any Enhancements.

6.4. Approval: The Board shall make the final decision regarding the merits of the Application and the appropriate Property Enhancement Grant to be given, if any, if funds are available as pre-approved by the Council for the funding period. If approval of the Application requires funds not pre-approved by the Council, the board will prepare a recommendation to forward to the Council for final approval. Upon approval of a matching Grant, the Board shall enter into an Agreement with the Applicant on a form acceptable to the City Attorney. The Agreement, at a minimum, must contain the following: 6.4.1. Enhancements: List the specifications of the proposed Enhancements on the Property.

6.4.2. Access: Provide the City and Staff access to the Property to ensure that the Enhancements or repairs are made according to the specifications and conditions in the Agreement.

6.4.3. Grant: Provide for the procedures of the matching Grant payment.

6.4.4. Recapture Provisions: Provide for the repayment of a Grant if the Applicant or the condition

of the Property do not fulfill all obligations required under the Agreement. The City may take any remedy necessary to recover the funds, including filing a lien on the Property.

6.5. Pre-Construction Meeting: If the matching Grant is approved as noted above, and if deemed necessary by Staff, the Applicant must attend a pre-construction meeting with Staff to coordinate any required permits, execute Grant documents, and resolve any questions either party might have.

6.6. Notice to Proceed: Upon approval as noted above, Staff shall prepare and issue a written Notice to Proceed authorizing the Applicant to begin work on the Enhancements. The Notice to Proceed shall in no event be regarded as the issuance or approval of a building permit or any other construction permits.

6.6.1. Required: All Grant documents, including the Agreement with the City, must be executed and all required permits must be received prior to issuance of the Notice to Proceed.

6.6.2. Beginning of Work: All work must begin within sixty (60) days of the issuance of the Notice to Proceed.

6.6.3. Completion of Work: All work for approved projects must be complete within ninety (90) days of the Notice to Proceed unless an Applicant's written request for extension is granted in writing by the Board.

6.7. Construction: All construction shall be in accordance with all requirements for permitting and inspection required by the City.

6.8. Verification: Upon completion and approval of the work by the City, Staff shall verify that the work has been performed as authorized in the approval action.

6.8.1. Documentation: The Applicant shall provide Staff with documentation necessary to determine the Construction Costs of the Enhancements as approved, e.g. copies of paid contractor invoices, receipts or processed checks. Construction Costs not supported by adequate documentation shall not be eligible for reimbursement.

6.9. Payment: Upon verification of compliance with the approval action, Staff shall cause a check to be issued to the Applicant in the approved amount.

6.9.1. Cost Overruns: Any costs above and beyond the amounts approved shall be the responsibility of the Applicant.

Section 7.
Applicant / Owner Certifications

The Application shall include the following certifications which shall be affirmed by the Applicant / Owner by signing the Application.

7.1. Application Accuracy: The information provided in the Application, and all that may have been affixed thereto, is true and correct, and that the City may rely on all of the information therein contained, and all that may have been affixed thereto, as being true and correct.

7.2. Compliance: I (we) certify that I am (we are) solely responsible for all safety conditions and compliance with all safety regulations, building codes, ordinance and other applicable regulations. Neither approval of an Application nor payment of a Grant upon completion of the project shall constitute approval of the project by any City department or Staff or a waiver by the City of any safety regulation, building code, ordinance or other applicable regulation.

7.3. Insurance: I (we) certify that I (we) maintain sufficient insurance coverage for property damage and personal injury liability relating to the project.

7.4. Maintenance: I (we) certify that the Enhancements, once approved by the City shall be maintained for a period of three (3) years from the date of payment. No changes shall be made without prior written approval from the City.

7.5. Discretionary Rights: I (we) certify that I (we) acknowledge that the City has the absolute right of discretion in deciding whether or not to approve a matching Grant relative to the Application, whether or not such discretion is deemed arbitrary or without basis in fact including the right to approve or disapprove a Grant on terms and conditions that are contrary to the guidelines of this policy.

7.6. Policy Promotion: I (we) authorize the City to use an approved project to promote the merits of this Policy, including but not limited to displaying a sign at the Property or Business during and within thirty (30) days after construction, and using photographs and descriptions of the project in distribution material, press releases, social media and on the City's website.

7.7. Indemnification: I (we) certify that I am (we are) solely responsible for overseeing the work, and will not seek to hold the City, the Board, and / or their agents, employees, officers, and / or directors liable for any property damage, personal injury, or other loss related in any way to this Policy, and by submission of an Application, agree to indemnify the City, the Board, and / or their agents, employees, officers, and / or directors from any claims or damages resulting from the project, including reasonable attorney fees.

Section 8.
General Provisions

8.1. Termination: The City has the right to terminate any agreement under this Policy for any reason.

8.2. Changes During Construction: If an Applicant seeks to change the scope of their project after a Grant has been approved, the Applicant shall meet with Staff to discuss the desired change. Staff has the authorization to approve minor modifications during construction. Any other desired modification shall be placed before the approving body for reconsideration.

8.3. Flexibility: The terms and conditions of this Policy are a guideline for the Board during their deliberation and evaluation. The City reserves the right to modify the terms and conditions herein at any time, including for any pending application, and may approve a Grant on terms and conditions contrary to the guidelines set forth in this policy.

8.4. Section or Other Headings: Section or other headings contained in this Policy are for reference purposes only and shall not affect in any way the meaning or interpretation of this Policy.

8.5. Severability: In the event that any provision of this Policy is determined to be illegal, invalid, or unenforceable, then, and in that event, it is the intention that the remainder of this Policy shall not be affected thereby.

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City of Saginaw

Meeting Date: 7/5/2022

Staff Contact: Randy Newsom
Director of Public Works

Agenda Items: (4)(e)

E-mail: rnewsom@saginawtx.org

Phone: 817-230-0449

SUBJECT:
Action regarding Purchase of Generators for Public Works Offices and Jarvis Road Elevated Storage Tank

---

BACKGROUND/DISCUSSION:
In the 2021-22 Water/Wastewater Budget, two generators were approved for the Public Works Offices and the Jarvis Road Elevated Storage Tank. The addition of these two generators will correct the deficiencies in our Emergency Response Plan that was submitted to TCEQ. We are now required to provide backup power at all of our water facilities. These new generators will meet that requirement.

The low bid was from WHECO Electric who also provides us with our water control services (SCADA). Their bid was $100,348 which is slightly higher than the budgeted amount of $95,000. This is due to the current economy and inflation.

The summary of tasks and costs are outlined below:

Task 1 Furnish and install 2 generators $100,348

Total **$100,348**

FINANCIAL IMPACT:
The financial impact for the two generators is $100,348. The Enterprise Capital Outlay Account (05-7000-00-00) will fund $95,000. The remaining amount of $5,348 will come from the Enterprise Fund Balance.

RECOMMENDATION:
Staff recommends approval of the purchase of the two generators through WHECO Electric in the amount of $100,348.

ATTACHMENTS:

Description

Generator Quotes

WHECO CONTROLS

June 22, 2022

City of Saginaw
Attn: Jarred Coursey jcoursey@saginawtx.org

Reference: BID PROPOSAL – Standby Generators for Jarvis EST and Service Center

Dear Jarred,

We appreciate the opportunity to quote this project. Per our meetings and onsite investigations, we propose to provide generators for the above referenced sites as provided and qualified below.

To be furnished:

- Jarvis Elevated Storage Tank $33,722.00
  - 22kW NG 120/208V 3 ph Gen set and ATS, all required conduit, fittings and wire to interface with existing electrical service, electrical license and permit as required, SCADA monitoring interface
  - NOT INCLUDED: provide or installation of propane tank, fuel lines, regulators and concrete pad for generator or propane tank, coordination with power company for disconnect/reconnect if required (must be done by owner)
- Brenda Lane Service Center $66,626.00
  - 80kW NG 120/240V 1 ph Gen set and 2-200amp SE rated ATS, all required conduit, fittings and wire to interface with existing electrical service, electrical license and permit as required
  - NOT INCLUDED: provide or installation of propane tank, fuel lines, regulators and concrete pad for generator or propane tank, coordination with power company for disconnect/reconnect if required (must be done by owner) Removal/cutting and patching of asphalt lot for installation of gen set and associated equipment
  - Power to the building will have to be shut off for a day to make transition and will require coordination with utility company and Saginaw operations.

Technical services shall include the following:

- Installation of WHECO furnished equipment, coordination with Saginaw personnel, initial configuration and testing

Not included in this proposal.

- Any equipment or service not specifically listed above, taxes or bonding cost if applicable.

Alarm/Status monitoring for Brenda Lane can be provided as a part of initial installation. Cost for monitoring would run $1,495.00 per site, plus $28/month on annual prepaid basis. Jarvis site monitoring is included in quote through SCADA.

Generator delivery is quoted at 60-62 weeks after receipt of order. I think we can improve on that once we place order. Terms are 25% with order, balance due upon completion.

Sincerely;

Kent Meyerhoeffer
President

Hub

Cross Electric, LLC
9227 Live Oak Lane
Fort Worth, TX 76179 US
(817)847-7111

CROSS ELECTRIC Since 1980

Estimate 2165

ADDRESS	SHIP TO	DATE	TOTAL	EXPIRATION DATE
City of Saginaw Accounts Receivable 301 S Saginaw Blvd Saginaw, Tx 76179	Public Works Building 60 kw generator	06/06/2022	$120,600.38	07/07/2022

ACTIVITY	AMOUNT

Terms: Payment due on or before the due date. A 10% service charge will be added to all past due invoices and 23% APR after 30 days past due. Thank you for your business.

ACTIVITY	AMOUNT
Commercial Project	120,600.38

Caterpillar Model-C4.4 LCABR D60-4LC Generator Set
Power Setting 60 kW
Voltage 240/120 VAC, 1ø, 60 Hz.
Application Rating Standby
Engine Caterpillar – 4.4L Diesel
Diesel Engine – Tier 3 Certified
Certification – UL2200
Engine Governor Isochronous, Electronic
Cooling System GenSet Mounted 122 F/50 C Ambient
Engine Lube Oil & Antifreeze 50/50 Mix
Engine Coolant Heater
Low Coolant Temperature and Level Alarm Switches
Coolant drain line with valve
Fan and belt guards
Caterpillar Extended Life Coolant
Coolant level sight gauge
Jacket water pump, gear driven, centrifugal
Thermostats and housing
Air Inlet System Air Cleaner
Aftercooler
Turbocharger
Lube System Oil cooler
Lubricating oil
Oil filter and dipstick
Oil filter
Oil drain line with valve piped to edge of base
Fumes disposal piped to front of radiator
Starting System 12 volt DC Electric Cranking Motor
Batteries, Battery Rack, & Cables
Battery Charger - 10amp
Charging System Engine Driven Battery Charging Alternator
Exhaust System Carbon Steel Silencer
Critical Grade
Internally mounted
Stainless Steel Engine Exhaust Flex Connector
Exhaust manifold, dry
Exhaust Rain Cap
Generator/Alternator 4 Pole, Single Bearing
& Attachments PMG Excitation
2/3 pitch, random wound
IP23 Protection
Class H Insulation
80 C temperature rise over 40 C ambient
Cable connections located inside generator
housing(NEMA compatible)
Power center, IP22 rear facing
Automatic Voltage Regulation - 3ø Sensing
Anti-Condensation/Space Heater
Voltage Regulation Integrated Voltage Regulation System (IVR)
Electronically controlled by the EMCP 4 through
the use of an excitation module.
Main Line Breaker Circuit Breaker
GenSet Mtd.-
250 Amp
100% Rated w/ Shunt Trip & Auxiliary Contact
3 Pole
Cable Lugs, Cable Access Box ABB tafer Series
Suitable for Use as Service Disconnect Label
Control Panel Electronic Modular Control Panel – 4.2B
Genset Mounted & Vibration Isolated

ACTIVITY	AMOUNT
NOTE	0.00
Price does not include sales tax- please provide sales and use tax exemption certificate.	

TOTAL	$120,600.38

THANK YOU.

Accepted By

Accepted Date

Terms: Payment due on or before the due date. A 10% service charge will be added to all past due invoices and 23% APR after 30 days past due. Thank you for your business.

www.crosselectricllc.com service@crosselectricllc.com TECL 26929

Cross Electric, LLC
9227 Live Oak Lane
Fort Worth, TX 76179 US
(817)847-7111

Estimate 2166

ADDRESS	SHIP TO	DATE	TOTAL	EXPIRATION DATE
City of Saginaw Accounts Receivable 301 S Saginaw Blvd Saginaw, Tx 76179	Public Works 20 kw generator	06/06/2022	$93,263.45	07/07/2022

ACTIVITY	AMOUNT

Terms: Payment due on or before the due date. A 10% service charge will be added to all past due invoices and 23% APR after 30 days past due. Thank you for your business.

www.crosselectricllc.com service@crosselectricllc.com TECL 26929

ACTIVITY	AMOUNT
Commercial Project	93,263.45

Caterpillar Model-C2.2 PGABR Generator Set
Power Setting 20 kW
Voltage 208/120 VAC, 3Ø, 60 Hz.
Application Rating Standby
Engine Caterpillar – 2.2L Diesel
Diesel Engine – Tier 4 Interim
Certification – UL2200
Engine Governor Isochronous, Mechanical
Cooling System GenSet Mounted
Engine Lube Oil & Antifreeze 50/50 Mix
Engine Coolant Heater
Low Coolant Temperature and Level Alarm Switches
Coolant drain line with valve
Fan and belt guards
Caterpillar Extended Life Coolant
Coolant level sight gauge
Jacket water pump, gear driven, centrifugal
Thermostats and housing
Air Inlet System Air Cleaner
Naturally Aspirated
Lube System Oil cooler
Lubricating oil
Oil filler and dipstick
Oil filter
Oil drain line with valve piped to edge of base
Fumes disposal piped to front of radiator
Starting System 12 volt DC Electric Cranking Motor
Batteries, Battery Rack, & Cables
Battery Charger - 10amp
Charging System Engine Driven Battery Charging Alternator
Exhaust System Carbon Steel Silencer
Critical Grade
Internally mounted
Stainless Steel Engine Exhaust Flex Connector
Exhaust manifold, dry
Exhaust Rain Cap
Generator/Alternator 4 Pole, Single Bearing
& Attachments PMG Excitation
2/3 pitch, random wound
IP23 Protection
Class H insulation
105 C temperature rise over 40 C ambient
Cable connections located inside generator
housing(NEMA compatible)
Power center, IP22 rear facing
Automatic Voltage Regulation - 3Ø Sensing
Anti-Condensation/Space Heater
Main Line Breaker Circuit Breaker
GenSet Mtd.-
100 Amp
100% Rated w/ Shunt Trip & Auxiliary Contact
3 Pole
LSI Electronic Trip Unit
Cable Lugs, Cable Access Box – Bottom Entry
Suitable for Use as Service Disconnect Label
Control Panel GC Control Panel GACCP1.2
Genset Mounted & Vibration Isolated
4-line back-lit LCD text display
Multiple display languages
Five-key menu navigation

ACTIVITY	AMOUNT
NOTE Price does not include sales tax- please provide sales and use tax exemption certificate.	0.00

TOTAL $93,263.45

THANK YOU.

Accepted By

Accepted Date

Terms: Payment due on or before the due date. A 10% service charge will be added to all past due invoices and 23% APR after 30 days past due. Thank you for your business.

www.crosselectricllc.com service@crosselectricllc.com TECL 26929

TUTOR ELECTRICAL SERVICE, INC.
201 Willow Creek Ct.
Mansfield, TX 76063
Phone: (817) 516-0064
Fax: (817) 516-0086
www.tutorelectric.com
TECL #17144

Electrical Bid Proposal

Date: June 2, 2022
To: Corey Smith
City of Saginaw

Re: Electrical Pricing

Subject: Public Works Office Building Generator
Proposal # 22-1216

Dear Corey Smith

Tutor Electrical Service, Inc. submits the following electrical proposal for facility located in Saginaw, TX. Our proposal is limited to the details of the scope of work specifically contained in the list of clarifications, additions, and considerations that follow.

I. **Scope of Work Additions, Exclusions, and Clarifications**

1. Furnish and install a 80KW Kohler Diesel Powered Generator with a 400A Main breaker 3PH 120/208V.
2. Furnish and install a new 400A Service Entrance rated ATS per NEC Code.
3. Install conduit and wire for 400A from the new generator to the new ATS.
4. Furnish and install conduit and wire for 400A from the existing meter base to the new ATS.
5. Furnish and install conduit and wire for 200A from the new ATS to the existing panel 1.
6. Furnish and install conduit and wire for 200A from the new ATS to the existing panel 2.
7. **There will need to be a 6-8 hour shutdown of power to demo the existing panel feeder from the meter base and tie into the new panel feeder from the ATS.**
8. Install a new concrete pad for the generator to sit on. There is a deduct listed below for Saginaw to pour their own concrete pad.
9. Fill 215 gallons of diesel for the 1st tank for startup and testing.
10. City Fire Chief will have to be onsite for a tank test prior to filling the tank with diesel.
11. Startup and testing to be performed by Loftin Equipment.
12. The City of Saginaw will have to set up annual maintenance and testing with Loftin Equipment Chad Wallace.
13. **Generator has a 46-48 week lead time.**
14. **ATS has a 24-26 week lead time.**
15. **Generator pricing is only valid for 15 days.**
16. **50% down payment is required up front for all new generator installs.**

TUTOR ELECTRICAL SERVICE, INC.
201 Willow Creek Ct.
Mansfield, TX 76063
Phone: (817) 516-0064
Fax: (817) 516-0086
www.tutorelectric.com
TECL #17144

II. **Non-Scope Related Considerations**

1. Our State of Texas Electrical Contractor's License is #17144.
2. Unless specifically noted in the scope, we have excluded all plan checks, permits, inspections, utility company and/or other fees that may be required by the Authority/Authorities Having Jurisdiction (AHJ) or utilities over this project.
3. This proposal, and the pricing contained herein, is based upon all work being performed during normal working hours, between the hours of 7:00 a.m. and 3:30 p.m. Mon-Fri, company holidays excluded.
4. We have excluded all concrete work including cutting, removal, patching, pour back, coring and testing.
5. We have excluded all roofing work including penetrations, roof jacks, and sealing thereof unless specifically stated in scope of work.
6. We have excluded all excavation, backfill, compaction, boring, and testing thereof unless specifically stated in the scope of work.
7. We have excluded repair of damages to any unmarked underground utilities, sprinkler systems, etc.
8. We have excluded replacement of any damaged landscaping materials including trees, shrubs, plants, and grass.
9. All materials and wiring methods to be, in accordance with the current edition of the National Electrical Code, by choice of Tutor Electric Service unless included in project documents referenced as attachment to this proposal or specifically stated in the scope of work.
10. All labor and workmanship to be warrantied for lifetime. Material warranties limited to the extent of the manufacturer's warranty. Lamps and labor/ equipment required for replacement thereof will not be warrantied.
11. Repair or correction of any unknown pre-existing unsafe wiring or code violations not specifically stated in the scope of work will be performed in addition to the pricing in this proposal. Denial of acceptance of work or repair requested by the Authority Having Jurisdiction do to any pre-existing conditions beyond the stated scope of work does not release customer of payment obligations for additional work required and performed.
12. Payment in full will be required upon completion and acceptance of this installation. Projects extending in excess of one month in length will be invoiced on a monthly basis based on percentage of materials and work installed or stored on site.
13. Pricing is based on our standard liability, comprehensive, and workers comp insurance coverages. A certificate of coverages will be provided upon request. Any additional coverage required will be considered as a change order in addition to the pricing in this proposal.
14. Any on site customer specific safety training, orientation, testing, or pre-qualification will be in additions to the pricing on this proposal unless specifically stated in the scope of work.
15. This proposal will remain valid for a period of 30 days from the above date, after which date it is deemed withdrawn unless renewed or reconfirmed in writing by Tutor Electrical Service, Inc.
16. **INDEMNITY:** Each party to this agreement shall indemnify, defend, protect, hold harmless, and release the other, its officers, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense, including attorneys' fees arising from, or in connection with, or caused by, any act, failure to act, or negligence of such indemnifying party, to the extent limited in accordance with the laws of the state of Texas. This indemnification shall not be limited in any way, by any limitation on the amount or type of damages or compensation payable to, or for, the indemnifying party under workers' compensation, disability benefits, or other employee benefit acts.

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TECL #17144

III. **Pricing # 22-1216**

1. Base price for above scope of work: **$93,000.00**
   Concrete Pad Deduct: -$3,500.00

Applicable Sales Taxes are not included in this pricing. Sales taxes for the area point of sale will be in addition to the above listed pricing. If not paying tax please provide resale or exempt certificate.

Thank you for the opportunity to provide you our services.
If you have questions, please do not hesitate to contact me.

Respectfully,
Jason Werry
Jason Werry
Special Projects Manager
O- 817-516-0064
M- 817-919-8774
F- 817-516-0086
Email- Jason.werry@tutorelectric.com

Client:	Contractor:
City of Saginaw	Tutor Electrical Service, Inc.
Accepted by:_____	_____
Title:_____	_____
Date:_____	_____

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TECL #17144

Electrical Bid Proposal

Date: June 2, 2022
To: Corey Smith
City of Saginaw

Re: Electrical Pricing

Subject: Jarvis Water Tower Generator
Proposal # 22-1217

Dear Corey Smith

Tutor Electrical Service, Inc. submits the following electrical proposal for facility located in Saginaw, TX. Our proposal is limited to the details of the scope of work specifically contained in the list of clarifications, additions, and considerations that follow.

I. Scope of Work Additions, Exclusions, and Clarifications

1. Furnish and install a 60KW Kohler Diesel Powered Generator with a 225A Main breaker 3PH 120/208V.
2. Furnish and install a new 250A Service Entrance rated ATS per NEC Code.
3. Install condult and wire for 225A from the new generator to the new ATS.
4. Furnish and install conduit and wire for 225A from the existing meter base to the new ATS.
5. Furnish and install conduit and wire for 225A from the new ATS to the existing panel.
6. **There will need to be a 4-6 hour shutdown of power to demo the existing panel feeder from the meter base and tie into the new panel feeder from the ATS.**
7. Install a new concrete pad for the generator to sit on. There is a deduct listed below for Saginaw to pour their own concrete pad.
8. Fill 142 gallons of diesel for the 1st tank for startup and testing.
9. City Fire Chief will have to be onsite for a tank test prior to filling the tank with diesel.
10. Startup and testing to be performed by Loftin Equipment.
11. The City of Saginaw will have to set up annual maintenance and testing with Loftin Equipment Chad Wallace.
12. **Generator has a 46-48 week lead time.**
13. **ATS has a 24-26 week lead time.**
14. **Generator pricing is only valid for 15 days.**
15. **50% down payment is required up front for all new generator installs.**

II. Non-Scope Related Considerations

TUTOR ELECTRICAL SERVICE, INC.

201 Willow Creek Ct.
Mansfield, TX 76063
Phone: (817) 516-0064
Fax: (817) 516-0086
www.tutorelectric.com
TECL #17144

1. Our State of Texas Electrical Contractor's License is #17144.
2. Unless specifically noted in the scope, we have excluded all plan checks, permits, inspections, utility company and/or other fees that may be required by the Authority/Authorities Having Jurisdiction (AHJ) or utilities over this project.
3. This proposal, and the pricing contained herein, is based upon all work being performed during normal working hours, between the hours of 7:00 a.m. and 3:30 p.m. Mon-Fri, company holidays excluded.
4. We have excluded all concrete work including cutting, removal, patching, pour back, coring and testing.
5. We have excluded all roofing work including penetrations, roof jacks, and sealing thereof unless specifically stated in scope of work.
6. We have excluded all excavation, backfill, compaction, boring, and testing thereof unless specifically stated in the scope of work.
7. We have excluded repair of damages to any unmarked underground utilities, sprinkler systems, etc.
8. We have excluded replacement of any damaged landscaping materials including trees, shrubs, plants, and grass.
9. All materials and wiring methods to be, in accordance with the current edition of the National Electrical Code, by choice of Tutor Electric Service unless included in project documents referenced as attachment to this proposal or specifically stated in the scope of work.
10. All labor and workmanship to be warrantied for lifetime. Material warranties limited to the extent of the manufacturer's warranty. Lamps and labor/ equipment required for replacement thereof will not be warrantied.
11. Repair or correction of any unknown pre-existing unsafe wiring or code violations not specifically stated in the scope of work will be performed in addition to the pricing in this proposal. Denial of acceptance of work or repair requested by the Authority Having Jurisdiction do to any pre-existing conditions beyond the stated scope of work does not release customer of payment obligations for additional work required and performed.
12. Payment in full will be required upon completion and acceptance of this installation. Projects extending in excess of one month in length will be invoiced on a monthly basis based on percentage of materials and work installed or stored on site.
13. Pricing is based on our standard liability, comprehensive, and workers comp insurance coverages. A certificate of coverages will be provided upon request. Any additional coverage required will be considered as a change order in addition to the pricing in this proposal.
14. Any on site customer specific safety training, orientation, testing, or pre-qualification will be in additions to the pricing on this proposal unless specifically stated in the scope of work.
15. This proposal will remain valid for a period of 30 days from the above date, after which date it is deemed withdrawn unless renewed or reconfirmed in writing by Tutor Electrical Service, Inc.
16. **INDEMNITY:** Each party to this agreement shall indemnify, defend, protect, hold harmless, and release the other, its officers, agents, and employees, from and against any and all claims, loss, proceedings, damages, causes of action, liability, costs, or expense, including attorneys' fees arising from, or in connection with, or caused by, any act, failure to act, or negligence of such indemnifying party, to the extent limited in accordance with the laws of the state of Texas. This indemnification shall not be limited in any way, by any limitation on the amount or type of damages or compensation payable to, or for, the indemnifying party under workers' compensation, disability benefits, or other employee benefit acts.

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Phone: (817) 516-0064
Fax: (817) 516-0086
www.tutorelectric.com
TECL #17144

III. **Pricing # 22-1217**

1. Base price for above scope of work: **$87,000.00**
   Concrete Pad Deduct: -$3,500.00

Applicable Sales Taxes are not included in this pricing. Sales taxes for the area point of sale will be in addition to the above listed pricing. If not paying tax please provide resale or exempt certificate.

Thank you for the opportunity to provide you our services.
If you have questions, please do not hesitate to contact me.

Respectfully,
Jason Werry
Jason Werry
Special Projects Manager
O- 817-516-0064
M- 817-919-8774
F- 817-516-0086
Email- Jason.werry@tutorelectric.com

Client:

City of Saginaw

Accepted by:_____

Title:_____

Date:_____

Contractor:

Tutor Electrical Service, Inc.

_____

_____

_____

City of Saginaw

Meeting Date: 7/5/2022

Agenda Items: (7)

Staff Contact: Janice England
City Secretary

E-mail: jengland@saginawtx.org

Phone: 817-230-0327

SUBJECT:
Presentation of Service Pin to Councilmember Bighorse

BACKGROUND/DISCUSSION:
Councilmember Bighorse was elected to office in July 2017 (to fill an unexpired term), and re-elected May 2019 and May 2022. Mayor Flippo will present Councilmember Bighorse with a service pin in recognition of her five (5) years of service on the City Council.

FINANCIAL IMPACT:
N/A

RECOMMENDATION:
N/A

City of Saginaw

Meeting Date: 7/5/2022

Agenda Items: (8)

Staff Contact: Abdoulie Jarju
Management Analyst

E-mail: ajarju@saginawtx.org

Phone: 817-230-0322

SUBJECT:
Consideration and Action regarding Authorization of Expenditure for the Gambian Delegation to attend and provide Entertainment at the 2022 Train and Grain Festival; and Authorization for Expenditure for the Gambia Texas Association to attend and provide Entertainment at the 2022 Train and Grain Festival

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BACKGROUND/DISCUSSION:
As part of the 2022 Train and Grain Festival, our Sister City Banjul's Mayor Rohey Lowe and some of the Banjul City Council will be invited to Saginaw for a one week stay. We intend to have a feature at the Train and Grain Festival that showcases Gambian culture, music, and food. This item was approved in June 2021 but the plans were cancelled due to pandemic travel restrictions.

FINANCIAL IMPACT:
The estimated financial impact will be $15,000 which will pay for airfare and lodging for the Gambian delegation and entertainment by the Gambia Texas Association. The funds will come from hotel occupancy taxes reserved for the promotion of the arts.

RECOMMENDATION:
Staff recommends approval.

City of Saginaw

Meeting Date: 7/5/2022

Staff Contact: Lee Howell
Assistant City Manager

Agenda Items: (9)

E-mail: lhowell@saginawtx.org

Phone: (817) 230-0325

SUBJECT:
Consideration and Action of Professional Architectural Services proposal by PGAL to conduct a Renovation Concept Study for the John Ed Keeter building and City Hall.

BACKGROUND/DISCUSSION:
After completion of the future Saginaw City Library and Senior Center, the John Ed Keeter building will be vacated and can then be reoccupied by other City Departments needing additional office and work space. The 2019 Municipal Facility Needs Assessment recommended a renovation of Keeter and the current City Hall. Suggestions in 2019 included moving Public Works Administration and the creation of a Permit Center.

This proposed study would examine in detail the updated needs and priorities of City services to be relocated, confirm current and future space needs in a renovated Keeter building, and explore in detail the feasibility of expanding the existing Council Chamber, service lobby, and other existing work space in City Hall. Renovations would provide usable space for a more centralized City service area on McLeroy, as well as free up the existing Public Works Admin building and The Depot by moving Building Inspections and Code Enforcement. The scope of the 2019 assessment did not factor in the ultimate build out capacity of the city.

The original assessment estimated renovations to Keeter and City Hall at $5.8 million at 2019 costs, including a 15% contingency. Effected areas could be 10,000 to 18,000 SF. Renovations would likely not be completed until 2024-25, requiring additional design and construction services.

FINANCIAL IMPACT:
The cost of this study is $17,500 and qualifies for use of ARPA (American Rescue Plan Act) funds. Future architectural design and construction costs could come from ARPA funds, or a combination of ARPA and municipal issued debt.

RECOMMENDATION:
Staff recommends approval.

ATTACHMENTS:

Description

PGAL Professional Services Proposal
2019 Saginaw Facility Needs Assessment

ARCHITECTURE
ENGINEERING
INTERIORS
PLANNING

PGAL

May 24, 2022

Lee Howell
Assistant City Manager
City of Saginaw, TX
333 W McLeroy Blvd
Saginaw, TX 76179
lhowell@saginawtx.org
(817) 230-0325 Office
(817) 229-0394 Mobile

ALEXANDRIA
ATLANTA
AUSTIN
BOCA RATON
CHICAGO
DALLAS/FORT WORTH
DENVER
HOBOKEN
HOUSTON
LAS VEGAS
LOS ANGELES
SALT LAKE CITY
SAN DIEGO

Proposal for Professional Architectural Services for the City Saginaw Existing Library & City Hall Renovation Concept Studies

This Letter of Proposal is for professional Architectural services by **PGAL** (the "Architect") for the **City of Saginaw** (the "City" and "Owner") and the **Existing Library & City Hall Renovation Concept Studies** (the "Project").

1.0 PROJECT SCOPE AND GOALS

1.1 The City desires to develop a long-term redevelopment plan for the existing John Ed Keeter Public Library building after the library moves out of the structure and moves into the new Library and Senior Center currently in design. The building will be vacant and the City would like to develop conceptual plans for its potential future use. The City would like to review potential expansion possibilities such as accommodating offices for Public Works and other departments.

Additionally, the City would like to study enlarging the existing City Hall Council Chamber to provide more public seating as well as better ADA access to the raised seating areas from the public side of the seating areas. The initial thought (Option 1) for expansion is to expand the existing City Council Chamber into the existing public hall and to adjust the foyers for a modified access path into the building and the chamber. Another option (Option 2) is to relocate the Chamber into a repurposed Keeter Building.

Connection of the two structures with an exterior covered walkway with potential paving and exterior renovations linking the two buildings to create a small campus aesthetic is desired.

2.0 ARCHITECTURAL SERVICES

The Architect shall collaborate with the City and the City's engineering team as needed to provide the following professional services:

2.1. Building Programming Workforce Assessment

PGAL will work with the City's administrative team to identify future staff growth of departments that could be housed in the new renovated Keeter Building and how this could impact the current facilities out to a 10-year projection. We will identify the required activities and types of spaces and amenities desired for the planned growth and if current building can handle the planned growth or if new facilities should be planned, per Section 1.0 Project Scope and Goals. This phase will include the following:

2.1.1 Building Programming - Written Workforce Assessment: We will create a list of 10-year staffing projections for departments that would be housed in the facility, identifying the proposed staff growth, department activities and spaces, quantity and size, outdoor amenities, and other desired features. This will be submitted initially as a Rough Draft to the City staff for review and necessary revisions. This will be a high-level look at the staffing growth projections, department needs justifying the needed growth, and a detailed tabular list of needed staff positions by department.

2.1.3 Building Programming - Workforce Assessment Meetings: The following meetings are included:

- One day of meetings with City staff
- Follow-up Online "Teams" meeting will be held to review draft findings.
- Final Needs Assessment presentation to City Staff for approval

2.2. Facilities Needs Assessment & Concept Options

2.2.1 Facility Conceptual Development Options: Based on the approved Building Programming - Workforce Assessment for the facility, the Architect will provide options for how to provide the required spaces through renovation and expansion of the two repurposed existing buildings. We will work with the City to create the most optimal combination to achieve the City's project goals

2.2.2 Presentation to City Staff: The Architect will present the final deliverables to the City Staff as desired for study approval.

2.2.3 Concept Drawings & Narrative

- Option 1
  - City Hall: Enlarge the existing Council Chamber within the existing building 'footprint'
    - Presentation Renovation Color Floor Plan
    - Presentation Renovation Color Building Sections
    - Presentation Renovation Color Building Elevation.
  - Keeter Renovation:
    - Presentation Renovation Color Floor Plan
    - Presentation Renovation Color Building Sections
    - Presentation Renovation Color Building Elevation.

- Option 2
  - City Hall Moved to the Keeter Building
    - Presentation Renovation Color Floor Plan
    - Presentation Renovation Color Building Sections
    - Presentation Renovation Color Building Elevation.

- Site plan showing building canopy connections and other proposed site improvements.
- Concept Narrative:
  - Write a conceptual narrative to outline project redevelopment options along with a high-level cost estimate.
  - The narrative will describe the presumed scope of the work for the major building trades, such as architecture, interiors, interiors, MEP systems, structural and civil engineering modifications, technology.

2.2.4 Facility Conceptual Development Meetings: The following meetings are included:

- Conceptual design review meetings with the City Staff
- Online "Team" meetings will be held as required
- One final presentation to the City Staff

3.0 EXCLUDED SERVICES

The concept plans will not include any engineering input at this time. We will propose to work with a general contractor to validate PGAL's assessment ideas and to provide the City budgetary pricing. This study is presumed to be a first step to see if the planning concepts are viable enough for the City to consider the project further, as such it is agreed that the following services are not included herein at this time:

- Detailed Facility Programming
- Land Survey & Platting
- Environmental Assessment
- Geotechnical Investigation
- Civil/Transportation Engineering
- Landscape Architecture
- Structural Engineering
- MEP Engineering
- TDLR TAS Plan Review
- Submission of Documents to Authorities Having Jurisdiction

4.0 PROFESSIONAL FEES

For the services described above, the City shall compensate the Architect as follows:

Programing & Concepts Studies:	$17,500
Total Professional Fee	**$17,500**

5.0 REIMBURSABLE EXPENSES

5.1. Client shall reimburse the Architect for actual expenditures made by the Architect in the interest of the Project. Compensation for Reimbursable Expenses shall be computed as a multiple of one and one tenth (1.10) times the actual expense incurred and shall not exceed $1,000 without prior written approval. Reimbursable expenses shall include:

5.1.1. Transportation to and from the Project location including automobile mileage at prevailing rates, tolls and parking costs.

5.1.2. Reproductions, plots, reprographic services, standard form documents, postage, courier or express mail services required for the delivery of Instruments of Service.

6.0 MISCELLANEOUS PROVISIONS

This agreement is subject to the following General Conditions:

6.1 Payment: Statements will be submitted monthly according to completion of the work and payment will be due within thirty (30) days of the statement date.

6.2 Additional Services: Following prior written authorization and approval of Client, Architect shall make revisions in drawings or other documents when such revisions are:

- necessitated by inconsistencies with approvals or instructions previously given by the Client, including revisions made necessary by adjustments in the Client's program or Project budget;
- providing any other services not included herein or not customarily furnished in accordance with generally accepted architectural practice.

6.3 Project Schedule: The Architect's services shall be performed as expeditiously as is consistent with professional skill and care and the orderly progress of the Project. A mutually acceptable project schedule will be established at the outset of the Project based on the information known as of that date. If mutually agreeable, such schedule may be adjusted as the Project proceeds.

6.4 Standard of Practice: The Architect will strive to perform services under this Agreement in a manner consistent with that level of care and skill ordinarily exercised by members of the appropriate profession currently practicing in the same locality under similar conditions. No other representation, expressed or implied, and no warranty or guarantee is included or intended in this Agreement, or in any report, opinion, document or otherwise.

6.5 Statement of Jurisdiction: In accordance with requirements of the Texas Board of Architectural Examiners (TBAE), the Architect makes the following Statement of Jurisdiction: "The Texas Board of Architectural Examiners has jurisdiction over complaints regarding the professional practices of persons registered as architects in Texas". The Board may be contacted as follows: 1) By mail: Texas Board of Architectural Examiners, P.O. Box 12337 Austin, TX 78711-2337; 2) In person: 333 Guadalupe, Suite 2-350 Austin, TX 78701-3942; 3) By telephone: 512/305-9000; 4) By fax: 512/305-8900; or 5) Via website: www.tbae.state.tx.us.

AUTHORIZATION:

If this Proposal is acceptable, please sign below and return one copy to PGAL.

PGAL	**CITY OF SAGINAW**
Signature: 	Signature
Michael H Lloyd, AIA, LEED AP Principal	**Mr. Lee Howell** Asst. City Manager
5/24/2022 Date	Date

ADOPTED AND APPROVED this 5th day of July, 2022.

APPROVED:

_____
Todd Flippo, Mayor

ATTEST:

_____
Janice England, City Secretary

APPROVED AS TO FORM AND LEGALITY:

_____
Bryn Meredith, City Attorney

Saginaw, Texas

MUNICIPAL FACILITIES NEEDS ASSESSMENT and TOWN CENTER CONCEPTUAL DESIGN

INTERIM PROGRESS REPORT

MARCH 19, 2019

PGAL



PRESENTATION AGENDA

Saginaw, Texas



1) Project Scope
2) Needs Assessment Findings
3) Proposed Priorities and Recommendations
4) Preliminary Cost Estimates
5) Next Steps

PGAL

PROJECT SCOPE

Saginaw, Texas



1) Preliminary Needs Assessment for these facilities:

- Central Fire Station
- Public Library
- City Hall – all Departments
- Public Works – limited to customer service functions
- Senior Recreation / Community Center
- Police Station – limited to parking and training room

Facilities not included:

- Animal Care & Control
- Recreation Center
- Aquatics Center

2) Town Center & Facilities Conceptual Development

- Conceptual Development Recommendations
- Town Center Master Plan
- McLeroy Streetscape Enhancements
- Opinion of Probable Costs

PGAL

PRESENTATION AGENDA

Saginaw, Texas



1) Project Scope
2) Needs Assessment Findings
3) Proposed Priorities and Recommendations
4) Preliminary Cost Estimates
5) Next Steps

PGAL

NEEDS ASSESSMENT

Saginaw, Texas

City of Saginaw
Departmental Needs Assessment

TYPICAL QUESTIONS FOR EACH DEPARTMENT

Department Name: _____

1) What is the purpose or mission of your department?

2) Briefly describe the physical activities that occur in your department. What would a visitor see actually happening?

3) How is your department organized, hierarchy, number of employees, etc.?

4) What are the future personnel needs for your department as the City increases from its current population of approximately 22,550 to 30,000 people in the next 20 years? How will your department evolve?

5) Please list the rooms that currently make up you department's facilities in your present space (or mark on floor plan). Be sure to include any remote areas that might be easily forgotten, such as storage, or "someone else's space" which you're using.

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12) What

PGAL

ARCHITECTURE
ENGINEERING
INTERIORS
PLANNING

ALEXANDRIA
ATLANTA
AUSTIN
BOCA RATON
CHICAGO
DALLAS
HOBOKEN
HOUSTON
LAS VEGAS
LOS ANGELES

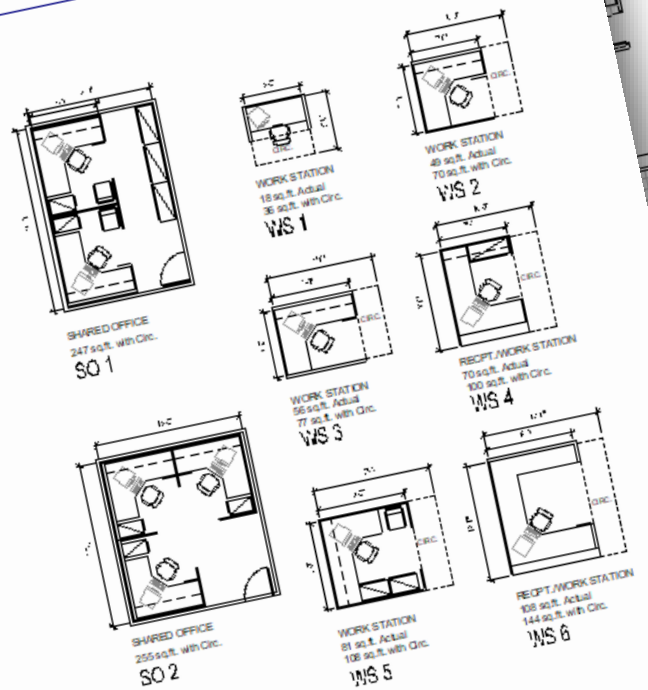
3030 LBJ Freeway, Suite 1220
Dallas, TX 75234

T 972 871 2225
F 972 871 2228

City of Saginaw
Departmental Needs Assessment

SPACE STANDARDS

Workstations



Space needs based on population "build-out" to 30,000 in 2040.

PGAL

SAGINAW CENTRAL FIRE STATION

Saginaw, Texas



PGAL

SAGINAW CENTRAL FIRE STATION

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Personnel Space:									
Central Administration Personnel									
Fire Chief	FF	1				1	PO 4	180	
Deputy Chief/ Fire Marshal	FF	1				1	PO 4	180	
Deputy Chief	FF	1				1	PO 2	120	
Deputy Chief	FF	1				1	PO 2	120	
Future Position	FF					1	PO 2	120	
Administrative Assistant	FF	1				1	WS 4	100	
Fire Station Personnel	FF								
Company Officer	FF	3				3	PO 3	144	1 per shift?
Watch Office	FF					-	SO 1	247	Shared office for 2 persons?
Fire Personnel	FF	27				27			3 shifts of 9 each? No office space req'd
Subtotal A: Personnel Space		**35**			**0**	**36**		**1,211**	
Staff % Growth						3%			
Support Space:									
Central Administration									
Public Lobby	FF							200	
Training Classroom/EOC	FF							1,350	Training 1,000 SF + EOC 350 SF (6 workstations) separated by operable wall; to serve as Storm Shelter
Unisex Restrooms (2)	FF							140	within Storm Shelter
Training Storage Closet	FF							200	within Storm Shelter
EOC Storage Closet	FF							50	within Storm Shelter
EOC IT Room	FF							50	within Storm Shelter
Conference Room	FF							250	seat 8 people
Breakroom	FF							200	to serve Central Admin and Training Classroom
Plan Review Space	FF							200	
Evidence Storage	FF							100	
Copy/Workroom	FF							150	
Supplies Closet	FF							80	
IT Closet	FF							80	
Restrooms	FF							500	
General Storage	FF							200	

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)	2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)	
Fire Station				
Station Lobby	FF		120	
Public Restroom	FF		70	
Day Room	FF		550	
Kitchen	FF		400	includes 3 shift pantries containing refrigerators
Dining Room	FF		250	
Single Occupant Restrooms	FF		140	Men and Women
Fitness Room	FF		800	
Study Room	FF		120	2 persons
Dormitories	FF		840	6 private rooms (90 SF ea) + 2 double-occupant rooms (150 SF ea)
Private Dormitory Bathrooms	FF		400	4 bathrooms serving 8 dormitories
Laundry	FF		130	
General Storage	FF		350	
Apparatus Bays:				
Aparatus Bays	FF		8,000	5 drive-thru bays, 16' x 100' each
EMS Supply Storage	FF		150	
Bunker Gear	FF		375	30 lockers (10 x 3 shifts)
Decontamination Room	FF		100	Biohazardous waste cleaning
S.C.B.A.	FF		80	
Gear Laundry / Extractor	FF		100	
Restroom	FF		70	
Fire Riser Closet	FF		60	
Mechanical & Electrical Mezzanine	FF		750	
Subtotal B: Support Space			**17,605**	
Subtotal C:			18,816	SUBTOTALS A+B
75% Efficiency Factor			6,272	
Projected Total Department SF			**25,088**	

FUTURE NEED:	
Preferred Adjacencies	
Public Interaction	A few times weekly
Other Requirements	

25,088 Gross SF

PGAL

SAGINAW CITY HALL

Saginaw, Texas



PGAL

SAGINAW CITY HALL – AREA SUMMARY

Saginaw, Texas

DEPARTMENT	CURRENT LOCATION	EXISTING AREA	PROPOSED AREA
City Administratoin			1,323
Economic Development			431
Human Resources			390
Finance			1,750
Information Technology			560
Public Woriks Administration			2,956
Council/Court/Training Room			3,458
City Hall Support Spaces			3,668
Net Subtotal			**14,536**
Building Gross Factor (10%)			**1,454**
Total Projected Area (SF)		**0**	**15,989**

15,989 Gross SF

PGAL

SAGINAW CITY HALL – CITY ADMINISTRATION

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Personnel Space:									
City Manager	CA	1		146	280	1	PO 6	280	access thru City Sec is not ideal
Assistant City Manager	CA	1		129	210	1	PO 5	210	adjacent to Finance, near CM
City Secretary	CA	1		145	168	1	PO 4	180	adjacent to City Manager
Administrative Assistant	CA	0.5		?	70	1	WS 4	100	shared with Econ. Development
Communications	CA					1	PO 3	144	
Mayor		-		136	135	-	PO 3	144	
Subtotal A: Personnel Space		**3.5**			**863**	**5**		**1058**	
Staff % Growth						43%			
Support Space:									
Records/General Files	CA							-	Refer to Shared Support Spaces Sheet.
Subtotal B: Support Space					**88**			**0**	
Subtotal C:					951			1058	Subtotals A+B
80% Efficiency Factor								265	
Projected Total Department SF								**1,323**	

FUTURE NEED:	
Preferred Adjacencies	Conference rooms, HR and Finance
Public Interaction	Frequent and varies from 4-8 times daily plus interaction with City Council and Mayor.
Other Requirements	

1,323 Gross SF

PGAL

SAGINAW CITY HALL – ECONOMIC DEVELOPMENT

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Personnel Space:									
Director	ED	1	PO	143	168	1	PO 4	168	
Administrative Assistant	ED	0.5	WS	?		0.5	WS 4	100	currently shared with Administration, schedule meetings, book travel, etc.
Economic Development Intern	ED					1	WS 3	77	data analyses
Subtotal A: Personnel Space		**1.5**			**168**	**2.5**		**345**	
Staff % Growth						67%			
Support Space:									
Subtotal B: Support Space								**0**	
Subtotal C:					168			345	Subtotals A+B
80% Efficiency Factor								86	
Projected Total Department SF								**431**	

FUTURE NEED:	
Preferred Adjacencies	City Manager, City Secretary
Public Interaction	
Other Requirements	need access to small conference room

431 Gross SF

PGAL

SAGINAW CITY HALL – HUMAN RESOURCES

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Personnel Space:									
HR Director	HR	1	PO	127	162	1	PO 4	168	
HR Generalist	HR					1	PO 3	144	
Subtotal A: Personnel Space		**1**			**162**	**2**		**312**	
Staff % Growth						100%			
Support Space:									
Records/General Files								-	Refer to City Hall Support sheet
Subtotal B: Support Space					**88**			**0**	
Subtotal C:					250			312	Subtotals A+B
80% Efficiency Factor								78	
Projected Total Department SF								**390**	

FUTURE NEED:	
Preferred Adjacencies	near Records/General Files Storage
Public Interaction	minimal
Other Requirements	need access to small conference room

390 Gross SF

PGAL

SAGINAW CITY HALL - FINANCE

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Personnel Space:									
Finance Director	F	1	PO	128	154	1	PO 4	168	
A/P Office Manager	F	1	PO	123	190	1	PO 4	168	prefer view of front customer service Court Clerk & UB Specialists
Utility Billing Supervisor	F	1	PO	125	144	1	PO 3	144	
Management Analyst	F	1	PO	142	132	1	PO 3	120	
Utility Billing Specialist-Front	F	1	WS	121	54	1	WS 4	100	
Backup UB Position-Front	F	-	WS	121	54	1	WS 4	100	
Utility Billing Specialist-Drive-Thru	F	1	WS	121	100	1	WS 4	100	
Subtotal A: Personnel Space		**6**			**828**	**7**		**900**	
Staff % Growth						17%			
Support Space:									
Open Office				121	300			300	move noisy copier & mail to new Workroom
Workroom								120	near Open Office with mail, copier, supplies
File Storage								80	near Open Office area
Subtotal B: Support Space					**300**			**500**	
Subtotal C:					1,128			1,400	Subtotals A+B
80% Efficiency Factor								350	
Projected Total Department SF								**1,750**	

FUTURE NEED:	
Preferred Adjacencies	Lobby, Assistant City Manager
Public Interaction	Frequent
Other Requirements	need access to small conference room

1,750 Gross SF

PGAL

SAGINAW CITY HALL – INFORMATION TECHNOLOGY

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Personnel Space:									
IT Director	IT	1	PO	141	-	1	PO 4	168	currently shares with server room
IT Technicians Workroom	IT	1				2	SO	280	14' x 20', 3 workstations (2 Techs + Director) and storage racks
Subtotal A: Personnel Space		**2**			**0**	**3**		**448**	
Staff % Growth						50%			
Support Space:									
Subtotal B: Support Space								**0**	
Subtotal C:					0			448	Subtotals A+B
80% Efficiency Factor								112	
Projected Total Department SF								**560**	

FUTURE NEED:	
Preferred Adjacencies	MDF/Server Room
Public Interaction	
Other Requirements	Fiber runs thru Police Building

560 Gross SF

PGAL

SAGINAW CITY HALL – PUBLIC WORKS ADMIN.

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Personnel Space:									
Director	PW	1				1	PO 4	168	
Chief Building Inspector	PW	1				1	PO 4	168	
Executive Assistant	PW	1				1	PO 3	144	
Administrative Assistant	PW					1	WS 4	100	
Receptionist/Admin Assistant	PW	1				1	WS 4	100	
Permit Tech	PW	1				1	WS 6	144	window at front customer service counter w/ Utility Billing, near Workroom
Senior Code Inforcement	PW	1				1	PO 3	144	
Code Enforcement Office	PW	1				2	SO 1	247	
Building Inspectors Office	PW	2				3	SO	350	3 workstations, plan racks, layout table
Subtotal A: Personnel Space		**9**				**12**		**1,565**	
Staff % Growth						33%			
Support Space:									
Pre-development Conference Room	PW							400	seat 15, larger groups will meet in Training Room
Plan Review Room	PW							200	electronic review table w/ monitors, layout table, wide-format printer, shelves
Plan Storage	PW							200	city infrastructure record drawings
Subtotal B: Support Space								**800**	
Subtotal C:								2,365	
80% Efficiency Factor								591	
Projected Total Department SF								**2,956**	

2,956 Gross SF

PGAL

SAGINAW CITY HALL – COUNCIL/COURT/TRAINING RM

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Personnel Space:									
Court Administrator	CC	1	PO	122	132	1	PO 3	144	
Court Clerk	CC	1	WS	121	54	1	WS 4	100	part of Open Office customer service
Subtotal A: Personnel Space		**2**		**1**	**186**	**2**		**244**	
Staff % Growth						0%			
Support Space:									
Council/Court Lobby	CC			101	340			340	
Council/Court/Training Room	CC								used by Court 1-1/2 days per month
Council/Court Chamber	CC			102	700			1,200	increase public seating from 35 to 50 & staff/attorney side seating from 10 to 14. would like flexibility for use as Training Room to accommodate 30 people at seminar tables facing forward, with A/V capability
Council Dias / Judge Dias	CC			104	275			300	7 seats (mayor + 6 Council) is fine, but would prefer a moveable setup
Court Clerk Station	CC				-			-	adjacent to Judge w/ computer & printer; could be mobile "desk"
Judge Storage Closet	CC			106	70			25	Judge is contract labor, but needs to store robe, books, etc. adj to Courtroom
A/V Control Room	CC			103	70			70	
Table & Chair Storage	CC							150	
Small Conference Room	CC			111				100	used by Prosecutor on Court days for half day; would prefer direct connection to Courtroom; shared with other City Depts.; refer to City Hall Support sheet
Jury Pool Room	CC							600	currently use Library meeting room; hold 30 people for twice yearly jury trials
Juror Check-in Station	CC							100	
Subtotal B: Support Space				**7**	**1,455**			**2,885**	
Subtotal C:					1,641			3,129	Subtotals A+B
90% Efficiency Factor								329	
Projected Total Department SF								**3,458**	

3,458 Gross SF

PGAL

SAGINAW CITY HALL – CITY HALL SUPPORT

Saginaw, Texas

POSITION / SPACE		2019 CURRENT SPACE (23,000 POPULATION)				2040 PROPOSED SPACE (30,000 POPULATION = 30% GROWTH)			
	DEPT.	# of Staff	Type	RM #	SF	# of Staff	Type	SF	NOTES
Support Space:									
Main Entrance Vestibule				100	150			150	
City Hall Lobby				110	350			350	
Public Restrooms				113/14	360			360	
Small Conference Rm (public)				111	100			100	off Lobby shared w/ Court; Admin to meet with public in lieu of taking them to back
Large Conference Room				144	480			480	12 seats at table with room for overflow
Small Conference Rm (staff)								150	6 seats at table, counter w/ sink & coffee service
Breakroom				142	350			350	
Records/General Files Storage				126	154			210	compact shelving: increase from 4 to 6 sections
Staff Restrooms				131/33	280			280	
Janitor's Closet				134	64			64	
Recycle Storage				112	50			50	is this still used for recycling?
Server Room				141	140			140	
Electrical				132	90			90	
General Storage								100	
Fire Riser								60	
Subtotal B: Support Space					**2,568**			**2,934**	
80% Efficiency Factor								734	
Projected Total Department SF								**3,668**	

3,668 Gross SF

PGAL

JOHN ED KEETER PUBLIC LIBRARY

Saginaw, Texas



PGAL

JOHN ED KEETER PUBLIC LIBRARY

Saginaw, Texas

	POSITION/SPACE	Quantity	Square Feet	Subtotal			Collection Quantity	Patron Seats	Public Comptrs	Additional Requirements
A.	**Lobby**				1,850	SF				
1	Vestibule with Automatic Sliding Doors	1	250	250						community display information, patron card access to Lobby
2	Patron Services Lobby									direct access to Library, meeting rooms and AISD spaces
	Pre-function Area	1	500	500						CCTV surveillance, transparent space visible from drive/parking
	Interior Book Return	1	80	80						no book theft detection gates required
	Built-in Displays	1	60	60						
	Vending Area with Café-style Seating	1	200	200				6		perhaps 2 tables with 3 chairs each
3	Friends Book Sell Area	1	120	120						
4	Men & Women's Public Restrooms	2	320	640						electric water cooler
B.	**Public Meeting & Conference Center**				2,530	SF				
1	Multipurpose Meeting Room A	1	1,000	1,000				67		adjacent to After-hours Lobby, M/P Rooms A & B separated by operable wall
2	Multipurpose Meeting Room B	1	1,000	1,000				67		state of the art AV capability with large monitors and sound system
3	Table & Chair Storage	2	150	300						
4	AV Closet	1	80	80						
5	Kitchenette	1	150	150						
C.	**Customer Service Area**				790	SF				
1	Service Desk									
	Queuing Area	1	200	200						
	Staff Workstations	2	80	160						2 service points
	Book Truck Area	1	60	60						
	Safe/Secure Cabinet	1	20	20						
	Cash Register	1	20	20						
	Printer	1	40	40						
2	Self-Check Stations	2	40	80						
3	PAC	2	15	30						
4	Book Holds Shelving	1	180	180						
D.	**Browsing**				520	SF				
1	New Books - 48" high (4 shelves)	4	20	80						
2	Video's	5	20	100						
3	Audio Books	7	20	140						
4	Staff Picks	1	20	20						
5	Lounge Seating	6	30	180				6		

PGAL

JOHN ED KEETER PUBLIC LIBRARY

Saginaw, Texas

	POSITION/SPACE		Quantity	Square Feet	Subtotal			Collection Quantity	Patron Seats	Public Comptrs	Additional Requirements
E.	Adult Library					3,317	SF				
	1	Adult Collections									needs to be very welcoming, could hold up to 60 adults at one time
		Non-Fiction - 66" (5 shelves high)	32	12	384						confirm no reference desk?
		Biographies	4	12	48						
		Fiction	28	12	336						
		Fantasy	4	12	48						
		Inspirational	2	12	24						
		Mystery	14	12	168						
		Romance	4	12	48						
		Science Fiction	2	12	24						
		Western	1	12	12						
		Foreign	4	12	48						
		Large Type	6	12	72						
		Graphic Novels	5	12	60						
		Magazines	4	12	48						
	2	PAC	3	15	45						
	3	Computer Stations	12	35	420				12	12	would like raised tech floor on first floor is can afford it
	4	Laptop Bar	1	100	100				6		
	5	Table Seating			0						integrated power
		Two-Person Square Modular Tables	2	66	132				4		
		Four-Person Tables	4	100	400				16		
		Eight-Person Tables	1	180	180				8		
		Community Table (high top, 12' long)	1	180	180				5		
	6	Lounge Seating	12	30	360				12		
	7	Business Center									
		Printer/Copy/Scanner Station	1	50	50						
		3D Printer	1	50	50						
		Layout Table	1	60	60						
		Change Machine?	1	20	20						
F.	Childrens's Library (toddlers - age 10)					3,831	SF				
	1	Service Desk									toddler thru elementary ages, well-defined not necessarily enclosed area
		Queuing area	1	100	100						
		Staff Station	1	80	80						
		Printer	1	20	20						
		Self Check Unit	1	40	40						

PGAL

JOHN ED KEETER PUBLIC LIBRARY

Saginaw, Texas

	POSITION/SPACE	Quantity	Square Feet	Subtotal			Collection Quantity	Patron Seats	Public Comptrs	Additional Requirements
2	Pre-School Collection									all shelving and furniture to be flexible and movable
	Easy Reader - 48" (3 shelves high)	4	15	60						
	Picture Books - 48" (3 shelves high)	30	15	450						
	Board Books	2	15	30						
3	Junior Collection			0						
	Non-Fiction - 66" (5 shelves high)	20	12	240						
	Biographies	4	12	48						
	Graphic Novels	4	12	48						
	Foreign	2	12	24						
	New Books - 66" (5 shelves high)	2	15	30						
	AV	2	15	30						
	Audio Books	2	16	32						
4	PAC	1	15	15						
5	Display Space / School Art Gallery	1	100	100						
6	Family Place (future in 5 years)									
	Early Learning/Hands-on	1	200	200						
	Parenting Shelves - 66" (5 shelves high)	2	12	24						
	Brochure Display	1	20	20						
7	Technology									
	AWE Station	3	40	120				3	3	standalone computers with preloaded content
	Parent/Child Computer Station	1	40	40				2	1	
	Printer Station	1	20	20						
8	Round Activity Tables	3	80	240				12		
9	Family Reading Seating	4	60	240				8		
10	Storage Closet	1	200	200						
11	Storytime/ library space (enclosed)	1	1,200	1,200				60		60 persons (45 children + parents + staff), 6 times/week, enclosed, no stage or puppets
	Counter with utility sink	1	20	20						
	Storage Closet	1	80	80						
12	Family Restroom	1	80	80						
G.	Tween Library (ages 11-13)				910	SF				
1	Juvenile Fiction Collection - 66" (5 sh high)	10	12	120						well-defined but not enclosed area
2	Computer Stations (2-person)	4	40	160				8	4	
3	Technology Bar	1	100	100				4		lots of personal devices = lots of power
4	Collaborative Tables (4-person modular)	4	80	320				16		exciting, flexible, movable furniture
5	Comfortable Lounge Chairs w/ tablet arms	6	35	210				6		

PGAL

JOHN ED KEETER PUBLIC LIBRARY

Saginaw, Texas

		POSITION/SPACE	Quantity	Square Feet	Subtotal			Collection Quantity	Patron Seats	Public Comptrs	Additional Requirements
H.		**Young Adult Library**				1,985	SF				
	1	YA Collection - 66" (5 shelves high)	16	15	240						preferably glass-enclosed, but definitely acoustically isolated, could be on 2nd Floor
	2	YA New Books - 66" (5 shelves high)	2	15	30						
	3	YA Audio Collection	2	15	30						
	4	Computer Stations (2-person)	6	40	240				6	6	
	5	Technology Bar	1	200	200				4		lots of personal devices = lots of power
	6	PAC	1	15	15						
	7	Collaborative Tables (4-person modular)	4	80	320				16		exciting, flexible, movable furniture
	8	Comfortable Lounge Chairs w/ tablet arms	6	35	210				6		
	9	Collaborative Programming/Hang-out	1	400	400				12		AV w/ large monitor(s), STEM/STEAM/Book Clubs, Teen Advisory Board meetings
		Counter with utility sink	1	20	20						
	10	Gaming Station (5 person)	1	200	200				5		
	11	Storage Closet	1	80	80						
I.		**Collaborative Areas**				1,316	SF				
	1	Two-Person Study Rooms	2	72	144				4		CCTV surveillance, glass-enclosed, dry erase board
	2	Four-Person Study Rooms	4	120	480				16		CCTV surveillance, glass-enclosed, monitor, dry erase board
	3	Eight-Person Study Rooms	1	192	192				16		CCTV surveillance, glass-enclosed, monitor, dry erase board
	4	Conference Room (for 12)	1	500	500				16		could be on 2nd Floor, up to 16 persons at modular tables
J.		**Staff Work Areas**				3,496	SF				
	1	Library Director Office	1	180	180						could be on 2nd Floor
	2	Assist. Director / Reference Librarian Office	1	120	120						could be on 2nd Floor
	3	Teen Librarian	1	120	120						could be on 2nd Floor
	4	Staff Work Area									12 staff total now, probably 18 in future
		Sorting/Staging Area	12	18	216						need 12 sections 90" high, adjacent to Delivery/Receiving
		Check-in Stations	5	30	150						height-adjustable work surfaces, open to Sorting/Staging
		Printer	1	40	40						
		Book Truck Parking	12	6	72						
		Work Stations	4	72	288						
		Large Work Table	1	100	100						height-adjustable
		Cull Shelving	4	18	72						4 sections 90" high, items to be removed from Collection
	5	Daily Delivery/Receiving Area	1	180	180						provide wide door (3'-8"?) instead of overhead door
		Tub Shelving (60)	1	240	240						
		Outgoing Materials Shelving	5	18	90						5 sections 90" high, to deliver to other libraries
	6	Workroom	1	180	180						Printer/Copier/Supplies/Mail
	7	Storage Closet	1	100	100						
	8	Friends Storage Closet	1	80	80						

PGAL

JOHN ED KEETER PUBLIC LIBRARY

Saginaw, Texas

	POSITION/SPACE	Quantity	Square Feet	Subtotal			Collection Quantity	Patron Seats	Public Comptrs	Additional Requirements
9	Staff Lounge									
	Seating for 8	1	200	200						
	Kitchen	1	120	120						
	Lockers	12	4	48						12 two-high lockers
10	Unisex Restrooms	2	70	140						
11	Children's Staff Area	1	180	180						
	Children's Specialist + Assistant Office	1	180	180						shared office? Adjacent to Children's Library
	Children's Project Workroom	1	250	250						large height-adjustable work table(s) to accommodate 6 staff & volunteers
	Children's Storage Closet	1	150	150						
K	**Building Support Spaces**				2,730	SF				
	Men & Women's 2nd Floor Restrooms	2	260	520						electric water cooler
	Public Elevator	1	100	100						
	Service Elevator	1	100	100						
	Egress Stair	1	200	200						
	Monumental Stair	1	300	300						
	Custodial Closets	2	100	200						
	Recycling Area	1	50	50						
	General Storage	1	400	400						
	MDF Room (1st Floor)	1	100	100						
	IDF Room (2nd Floor)	1	60	60						
	Main Electrical Room	2	100	200						
	Secondary Electrical Panel Room (2nd Flr)	2	60	120						
	Mechanical Room	1	300	300						
	Fire Sprinkler Closet	1	80	80						
	Assignable Square Footage				23,275	SF				
	Net to Gross Factor (80%)				5,819	SF	Collection	Seats	Computers	
	TOTALS				29,094	SF		429	26	

29,094 Gross SF

PGAL

SAGINAW SENIOR RECREATION CENTER

Saginaw, Texas



PGAL

SAGINAW SENIOR RECREATION CENTER

Saginaw, Texas

SPACE	2040 PROPOSED SPACE (30,000 POPULATION)		
	Persons	Area	
Lobby & Reception Area	**Varies**	**1,500**	**SF**
Connected to entry vestibule			
Receptionist desk (2 positions) adjacent to Admin Suite			
Information center			
Open common "heart" of Center			
Coffee café and Library			
WiFi throughtout facility			
Administrative Suite	**4**	**580**	**SF**
Senior Activity Center Supervisor's Office (150 SF)			
Rec. Program Coord./ Assistant Supervisor's Office (120 SF)			
Copy/supply workroom (150 sf)			
Shared Office (160 SF)			
Game Room	**15-20**	**650**	**SF**
WII, shuffle board, billiards, air hockey			
Large TV with lounge seating			
Storage closet (50 sf)			
Arts & Crafts Room	**20**	**650**	**SF**
With counter and sink			
Storage closet (50 sf)			
Medium Activities Room	**15-20**	**650**	**SF**
Various programs			
Storage closet (50 sf)			
Large Activities Room	**20-40**	**1,000**	**SF**
Table games, lectures, classes, chair exercise, bingo			
Subdividable to 2 rooms			
Storage closet (50 sf)			
Cabinetry with sink			

SPACE	2040 PROPOSED SPACE (30,000 POPULATION)		
Large Multipurpose Hall	**200**	**3,200**	**SF**
Dining, dancing, lectures, special events, movies			
Elevated platform			
Dividable with operable partition to create 2 spaces			
Storage for tables & chairs (200 SF) and AV closet (25 SF)			
Perimeter cabinets/countertops for serving			
Fitness Center	**8-12**	**600**	**SF**
Various cardio and weight training machines			
Storage (50 SF)			
Commercial Kitchen		**1,200**	**SF**
Pantry			
General & Maintenance Storage		**200**	**SF**
Public Restrooms		**500**	**SF**
1 set of men's and women's			
Airport style entries			
Janitors Closet		**60**	**SF**
Fire Riser		**60**	**SF**
Telecom & Electrical Closets		**100**	**SF**
Subtotal		**10,950**	**SF**
75% Efficiency Factor: circulation, HVAC, walls, chases, etc.		**3,650**	**SF**
Projected Total Area		**14,600**	**SF**

14,600 Gross SF

PGAL

PRESENTATION AGENDA

Saginaw, Texas



1) Project Scope
2) Needs Assessment Findings
3) Proposed Priorities and Recommendations
4) Preliminary Cost Estimates
5) Next Steps

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PROPOSED PRIORITIES and RECOMMENDATIONS

Saginaw, Texas

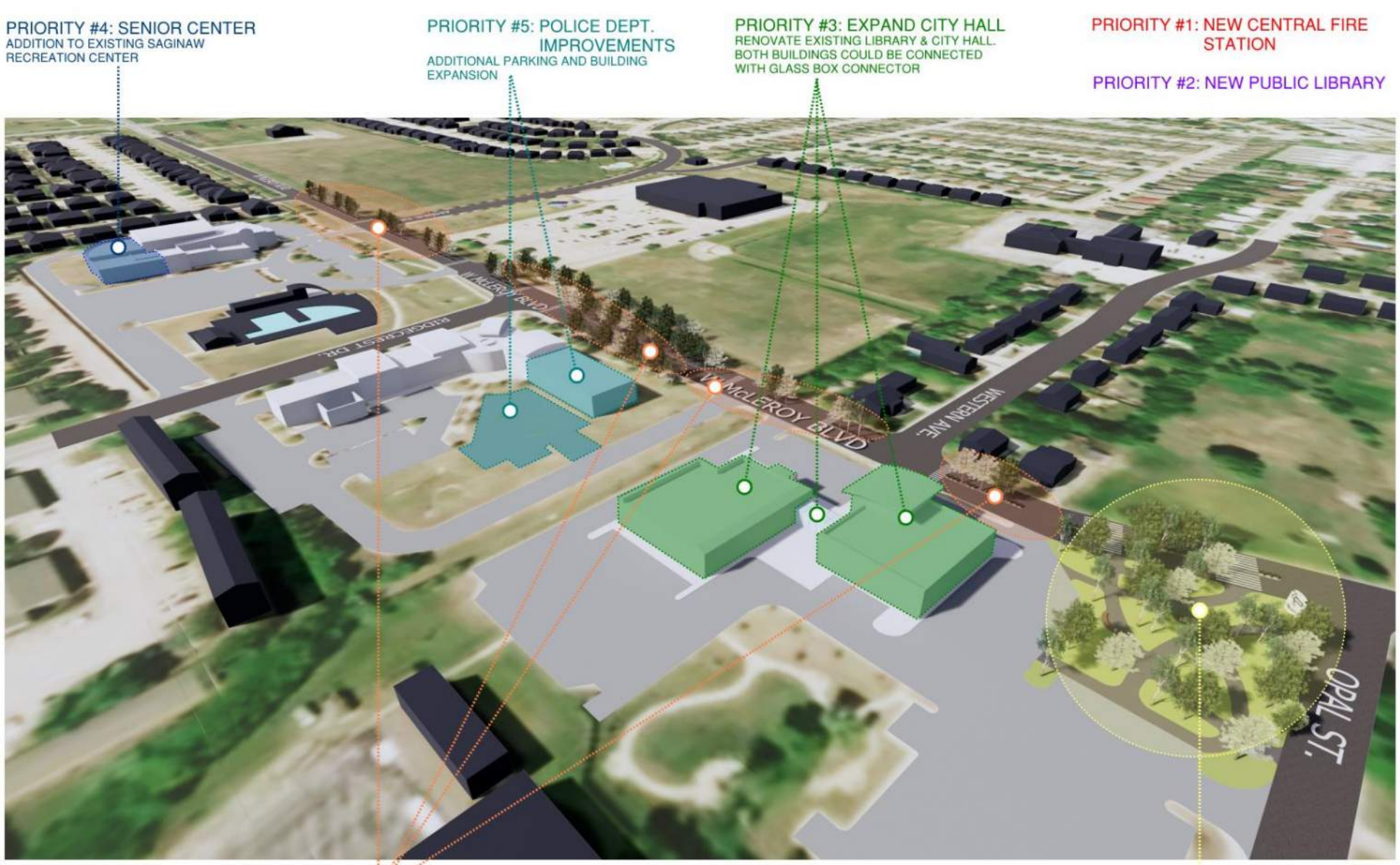


1) Build new Central Fire Station
2) Build new Public Library
   - recommended November 2019 Bond Proposition
3) Renovate existing City Hall and existing Library to create enlarged City Hall
   - including Public Works Administration / Permit Center
4) Create a “Town Center” with the redevelopment of McLeroy Blvd. (and Knowles Dr.)
5) Build new Senior Recreation Center as Addition to the existing Saginaw Recreation Center
6) Provide additional parking and expand Police Station

PGAL

PROPOSED PRIORITIES and RECOMMENDATIONS

Saginaw, Texas



PRIORITY #1: BUILD NEW CENTRAL FIRE STATION

Saginaw, Texas



Existing Fire Station No. 1 does not present a viable option for renovation and expansion:

- 1966 and 1974 construction is not on par with today's building standards
- Facility maintenance is ongoing challenge
- 16,000 SF is not large enough to serve City
- Expansion would not be prudent
- Possible higher and better use of site for City economic goals

Recommendation:

- Build new 25,000 SF Central Station along McLeroy Blvd.

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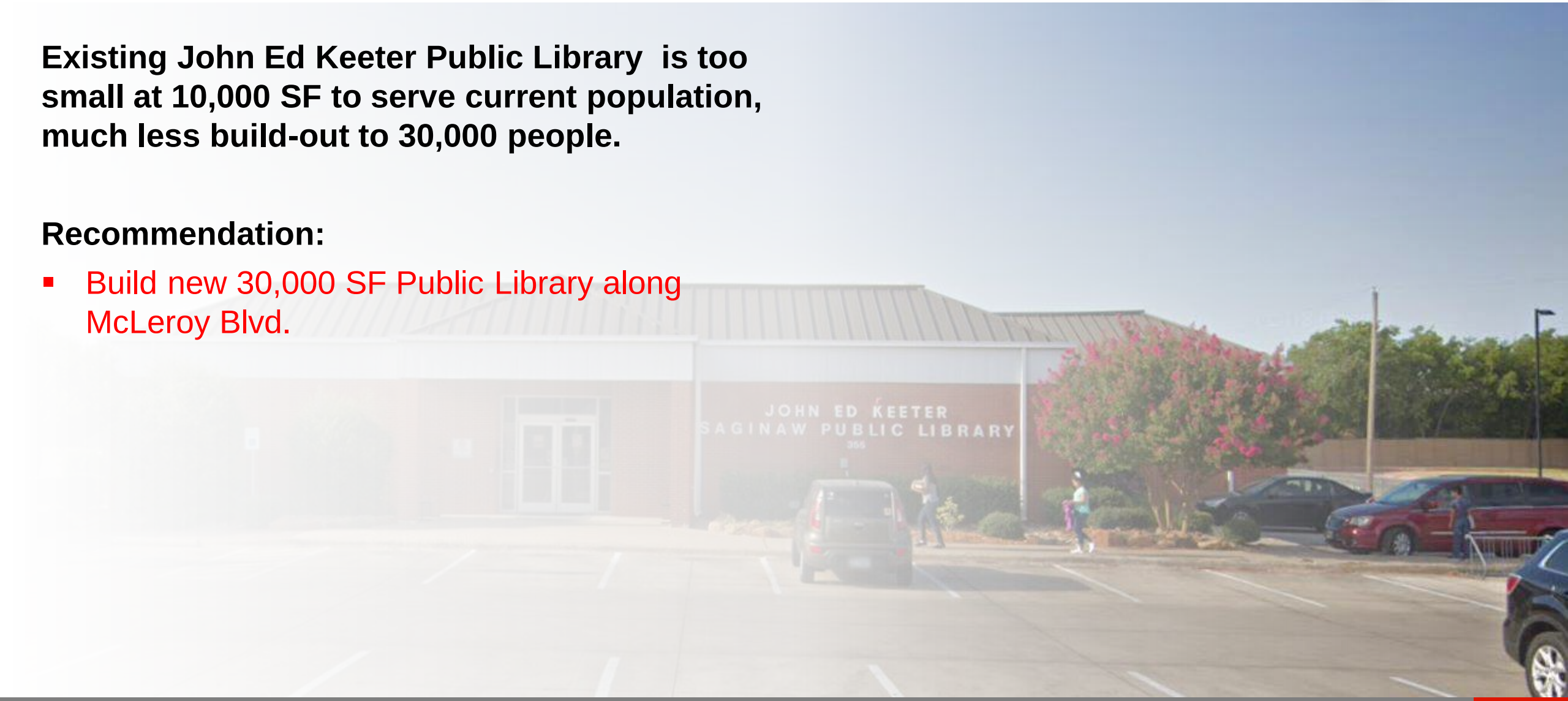
PRIORITY #2: BUILD NEW PUBLIC LIBRARY

Saginaw, Texas

Existing John Ed Keeter Public Library is too small at 10,000 SF to serve current population, much less build-out to 30,000 people.

Recommendation:

- Build new 30,000 SF Public Library along McLeroy Blvd.



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PRIORITY #3: EXPAND AND RENOVATE CITY HALL

Saginaw, Texas

At 8,000 SF, the existing City Hall is at capacity and needs to be enlarged to serve the City's growing needs. Minimum size = 16,000 SF

Recommendation:

- Renovate the existing City Hall (8,000 SF) and the existing Library (10,000) to create 18,000 SF for City Hall functions
- Move Public Works Administration / Permit Center to City Hall complex
- Connect the two structures with additional common space between, including landscaped courtyard



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PRIORITY #4: CREATE A "TOWN CENTER"

Saginaw, Texas



Recommendation: Redevelop McLeroy Blvd. to create a "Town Center" with a great pedestrian-friendly environment from Saginaw Blvd. to Willow Creek Park

- Link various City facilities, including potential new Fire Station, Library and Senior Center
- Connect with Saginaw Elementary School and Weldon Hafley Development Center
- Wider sidewalks with landscaping and parklets
- No curbs; sidewalk & street to be separated with planters or similar improvements
- Creation of linear event space with temporary street closure
- Parallel or angled parking
- Bike lanes, bike racks
- Enhanced paving, Pedestrian-scaled lighting, and Benches
- Large gathering "plaza" adjacent to street

PGAL

PRIORITY #4: CREATE A "TOWN CENTER"

Saginaw, Texas



PGAL

POSSIBLE McLEROY BLVD ENHANCEMENTS

Saginaw, Texas







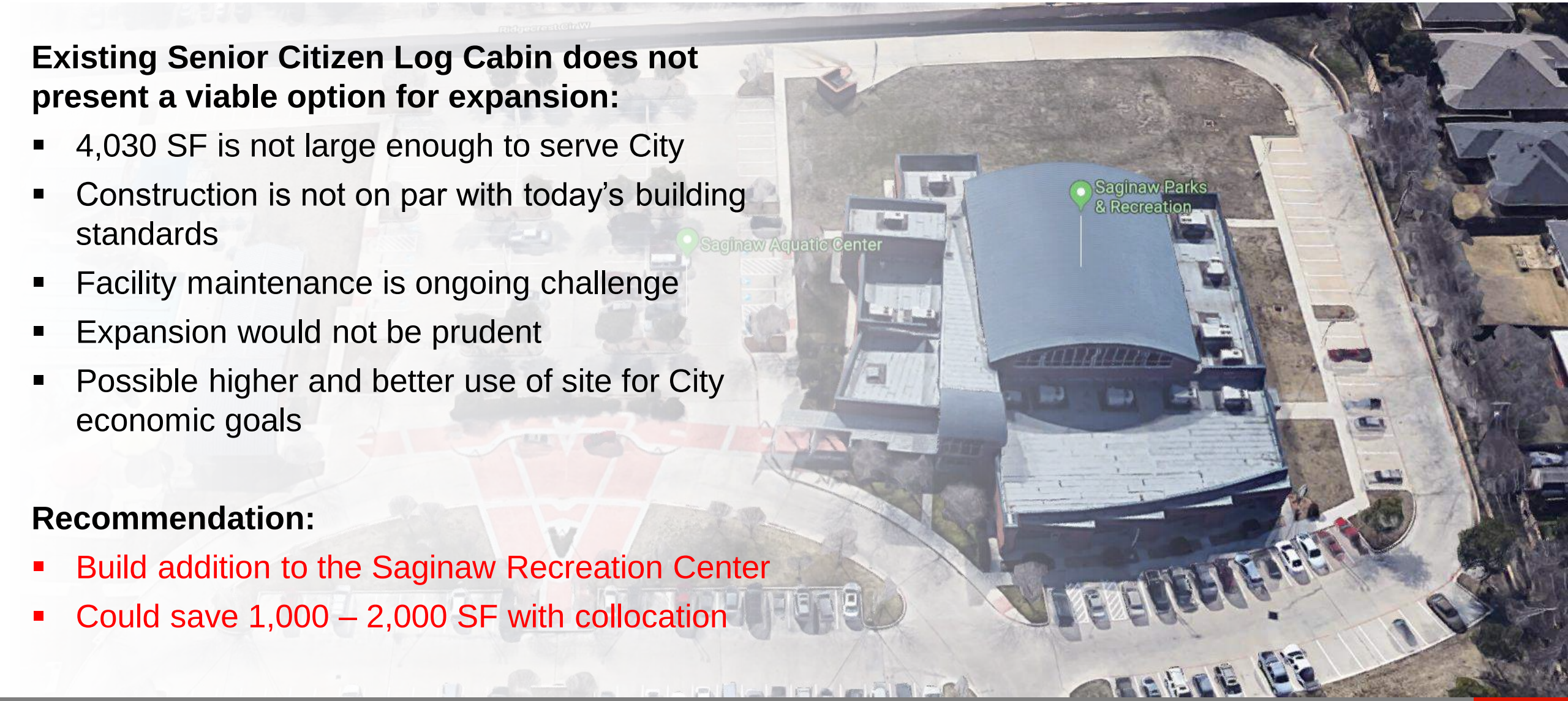
PGAL

PRIORITY #5: BUILD NEW SENIOR CENTER

Saginaw, Texas

Existing Senior Citizen Log Cabin does not present a viable option for expansion:

- 4,030 SF is not large enough to serve City
- Construction is not on par with today's building standards
- Facility maintenance is ongoing challenge
- Expansion would not be prudent
- Possible higher and better use of site for City economic goals



Recommendation:

- Build addition to the Saginaw Recreation Center
- Could save 1,000 – 2,000 SF with collocation

PGAL

PRIORITY #6: ADD PARKING & EXPAND POLICE STATION

Saginaw, Texas

The Police Dept. identified the following needs:

- Additional 40 spaces for fleet and public parking
- Training Room (seminar & defensive tactics) for 35 people; could use Fire Dept. Training Room if nearby
- Locker Room renovations
- Community Services Office
- Enlarged Evidence and Property Storage
- SWAT Tactical Room
- Armory
- Larger Fitness Room
- Add (1) console workstation if Fire dispatch moves back to Police
- More storage



Recommendation:

- Build additional 40-space parking lot
- Renovate Police Station
- Expand Station, primarily to the east

PGAL

PRESENTATION AGENDA

Saginaw, Texas



1) Project Scope
2) Needs Assessment Findings
3) Proposed Priorities and Recommendations
4) **Preliminary Cost Estimates**
5) Next Steps

PGAL

CENTRAL FIRE STATION - PRELIMINARY ESTIMATE

Saginaw, Texas

Preliminary Budget		Cost
Construction		**$ 11,443,550**
New construction (25,000 SF at $450 PSF)	$ 11,250,000	
Quality Assurance Materials Testing	$ 40,000	
HVAC Testing & Balancing	$ 20,000	
TDLR TAS Plan Review and Inspection	$ 1,550	
IT/Data/AV/Security	$ 50,000	
Emergency Alerting System	$ 30,000	
Opticom Controller	$ 12,000	
Furniture & Equipment	$ 40,000	
Professional Fees		**$ 1,164,250**
Architectural, Structural & MEP Engineering Professional Fees	$ 956,250	
Geotechnical Investigation	$ 10,000	
Site Survey & Platting	$ 15,000	
Civil Engineering Fees	$ 25,000	
Landscape Design	$ 20,000	
IT/Data/AV/Security Design Consulting	$ 25,000	
Commissioning	$ 50,000	
FF&E Design & Procurement	$ 8,000	
Stormshelter Design	$ 25,000	
3rd Party Stormshelter Design Review (IBC required)	$ 18,000	
Reimbursable expenses	$ 12,000	
Project Development Soft Costs		**$ 20,000**
Bid Advertisement	$ 5,000	
Miscellaneous expenses	$ 15,000	
Subtotal Project Costs		**$ 12,627,800**
Project Contingency at 15%		**$ 1,894,170**
Total Probable Project Costs		**$ 14,521,970**

Estimate does not include costs for land or any off-site improvements.

Estimate is based on current year costs. Add a suitable inflation factor for each year until construction.

PGAL

NEW LIBRARY - PRELIMINARY ESTIMATE

Saginaw, Texas

Preliminary Budget		Cost
Construction		**$ 13,961,550**
New construction (30,000 SF at $425 PSF)	$ 12,750,000	
Quality Assurance Materials Testing	$ 40,000	
HVAC Testing & Balancing	$ 20,000	
TDLR TAS Plan Review and Inspection	$ 1,550	
IT/Data/AV/Security	$ 100,000	
Furniture & Shelving	$ 1,050,000	
Professional Fees		**$ 1,378,750**
Architectural, Structural & MEP Engineering Professional Fees	$ 1,083,750	
Geotechnical Investigation	$ 10,000	
Site Survey & Platting	$ 15,000	
Civil Engineering Fees	$ 25,000	
Landscape Design	$ 20,000	
IT/Data/AV/Security Design Consulting	$ 75,000	
Commissioning	$ 50,000	
FF&E Design & Procurement	$ 85,000	
Reimbursable expenses	$ 15,000	
Project Development Soft Costs		**$ 20,000**
Bid Advertisement	$ 5,000	
Miscellaneous expenses	$ 15,000	
Subtotal Project Costs		**$ 15,360,300**
Project Contingency at 15%		**$ 2,304,045**
Total Probable Project Costs		**$ 17,664,345**

Estimate does not include costs for land or any off-site improvements.

Estimate is based on current year costs. Add a suitable inflation factor for each year until construction.

PGAL

CITY HALL RENOVATION - PRELIMINARY ESTIMATE

Saginaw, Texas

Preliminary Budget		Cost
Construction		**$ 4,446,550**
Renovated area construction (16,000 SF at $225 PSF)	$ 3,600,000	
New construction (1,000 SF at $400 PSF)	$ 400,000	
Quality Assurance Materials Testing	$ 15,000	
HVAC Testing & Balancing	$ 10,000	
TDLR TAS Plan Review and Inspection	$ 1,550	
IT/Data/AV/Security	$ 100,000	
Furniture & Equipment	$ 320,000	
Professional Fees		**$ 567,500**
Architectural, Structural & MEP Engineering Professional Fees	$ 360,000	
Geotechnical Investigation	$ 5,000	
Site Survey & Platting	$ 7,500	
Civil Engineering Fees	$ 10,000	
Landscape Design	$ 10,000	
IT/Data/AV/Security Design Consulting	$ 100,000	
Commissioning	$ 35,000	
FF&E Design & Procurement	$ 25,000	
Reimbursable expenses	$ 15,000	
Project Development Soft Costs		**$ 20,000**
Bid Advertisement	$ 5,000	
Miscellaneous expenses	$ 15,000	
Subtotal Project Costs		**$ 5,034,050**
Project Contingency at 15%		**$ 755,108**
Total Probable Project Costs		**$ 5,789,158**

Estimate is based on current year costs. Add a suitable inflation factor for each year until construction.

PGAL

PRESENTATION AGENDA

Saginaw, Texas



1) Project Scope
2) Needs Assessment Findings
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5) Next Steps

PGAL

City of Saginaw

Meeting Date: 7/5/2022

Agenda Items: (12)

Staff Contact: Randy Newsom
Director of Public Works

E-mail: rnewsom@saginawtx.org

Phone: 817-230-0449

SUBJECT:
Consideration and Action regarding Approval of Funds to replace Two Playground Structures and Fall Protection at Highland Station Park; and the Replacement of the Restroom Facility at Highland Station Park

BACKGROUND/DISCUSSION:
At the City Council Meeting held on May 17, 2022, Council requested staff to obtain a quote to replace the two playground structures located in Highland Station Park. Part of that request was to make one of the structures a smaller multi-use structure similar to the one at Willow Creek Station.

Staff contacted Steve Thompson with Playground Solutions of Texas, who supplied the equipment for Willow Creek Station. Steve put together a playground package that includes the fall protection as well as a multi-use playground structure. This structure will be located off of High Country Trail at the park entrance and will provide features for all users regardless of abilities. Both structures will fit in the existing curbed playground areas. Playground Solutions of Texas is a member of BuyBoard and we will utilize their contract to purchase this equipment.

The restroom facility quote is for the exact same restroom structure that is located at the Switchyard at Willow Creek Park. It will be purchased from Playground Solutions through Sourcewell, another Cooperative Purchasing Program. Sourcewell is a government organization that provides contract purchasing solutions.

City staff will remove the existing playground equipment and prep both playground areas for the new equipment. Staff will also prep the restroom site for the installation of the new restroom facility.

The summary of tasks and costs are outlined below:

Task 1 Furnish and install playground equipment $204,932.84

Task 2 Furnish and install fall protection 85,173.00

Task 3 Shipping 4,175.56

Total **$294,281.40**

Task 1 Replace Restroom Facility $107,834.00

Total **$107,834.00**

FINANCIAL IMPACT:

The financial impact for the playground structures and fall protection is $294,281.40. Funds are available in the Fund Balance Account for this expenditure.

The financial impact for the restroom facility is $107,834.00 and will be funded from the ARPA (American Rescue Plan Act) Funds.

RECOMMENDATION:

Staff recommends approval of the purchase of replacement playground equipment for Highland Station Park, complete with poured in place fall protection from Playground Solutions of Texas in the amount of $294,281.40; and approval of the purchase of the Corteze Pre Fab Restroom Structure from Playground Solutions of Texas in the amount of $107,834.00.

ATTACHMENTS:

Description

Quotes from Playground Solutions of Texas

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

Estimate

Name / Address

City of Saginaw
333 West McLeroy Blvd.
Saginaw, TX 76179

Ship To

City of Saginaw-Highland
Station Park
1131 Trinity Trail
Saginaw, TX 76131

Estimate #	210927
Date	6/6/2022
Exp Date	7/6/2022

Terms	Job Number
Net 30	210927

Product	Description	Qty	Rate	Amount
BuyBoard	BUYBOARD CONTRACT NO.592-19 EFFECTIVE 10/1/2019 - 9/30/2022		0.00	0.00
350-2242	CHALLENGER PLAY SYSTEM SPRING SALE ITEM, FREE FREIGHT	1	39,390.00	39,390.00
Discounts Gi...	Discounts Given	-1	11,817.00	-11,817.00
PSOL3400	CUSTOM PLAYWORLD PLAYMAKER STRUCTURE	1	141,850.00	141,850.00
Discounts Gi...	Discounts Given	-1	14,185.00	-14,185.00
SHIPPING	SHIPPING	1	4,175.56	4,175.56
INSTALLATI...	INSTALLATION OF CHALLENGER AND PLAYMAKER STRUCTURES	1	49,694.84	49,694.84
	AREA 1			
BONDFLEX ...	POURED IN PLACE SURFACING, 7' CFH, 50/50 COLOR	2,350	24.82	58,327.00
	AREA 2			
BONDFLEX ...	POURED IN PLACE SURFACING-2.5' CFH, 50/50 COLOR	1,550	17.32	26,846.00

ACCEPTED BY: _____

ACCEPTED DATE: _____

Subtotal	
Sales Tax (0.0%)	
TOTAL	

Playground Solutions of Texas, Inc
PO Box 92458
Southlake, TX 76092

469-375-4590
info@pstxi.com
http://pstxi.com

Estimate

Name / Address

City of Saginaw
333 West McLeroy Blvd.
Saginaw, TX 76179

Ship To

City of Saginaw-Highland
Station Park
1131 Trinity Trail
Saginaw, TX 76131

Estimate #	210927
Date	6/6/2022
Exp Date	7/6/2022

Terms	Job Number
Net 30	210927

Product	Description	Qty	Rate	Amount
INSTALLATI...	INSTALLATION TERMS Acceptance of this proposal includes acceptance of attached Terms and Conditions Form ITCAC 02/24/2020.		0.00	0.00
PRICING N...	DUE TO SUPPLY CHAIN PRICE INCREASES ALL PSTXI QUOTES CAN ONLY BE HONORED TO THE EXPIRATION DATE LISTED ABOVE. WE WILL RE-QUOTE UPON REQUEST AND MAKE EVERY EFFORT TO STAY AS CLOSE TO ORIGINAL QUOTED PRICING. PSTXI APPRECIATES YOUR UNDERSTANDING AND YOUR BUSINESS.		0.00	0.00

ACCEPTED BY: _____

ACCEPTED DATE: _____

Subtotal	$294,281.40
Sales Tax (0.0%)	$0.00
TOTAL	$294,281.40



STEVE
THOMPSON

HIGH COUNTRY TRAIL PARK

PLAYGROUND SOLUTIONS
OF TEXAS



STEVE
THOMPSON

HIGH COUNTRY TRAIL PARK

PLAYGROUND SOLUTIONS
OF TEXAS


STEVE
THOMPSON
HIGH COUNTRY TRAIL PARK
PLAYGROUND
SOLUTIONS
OF TEXAS

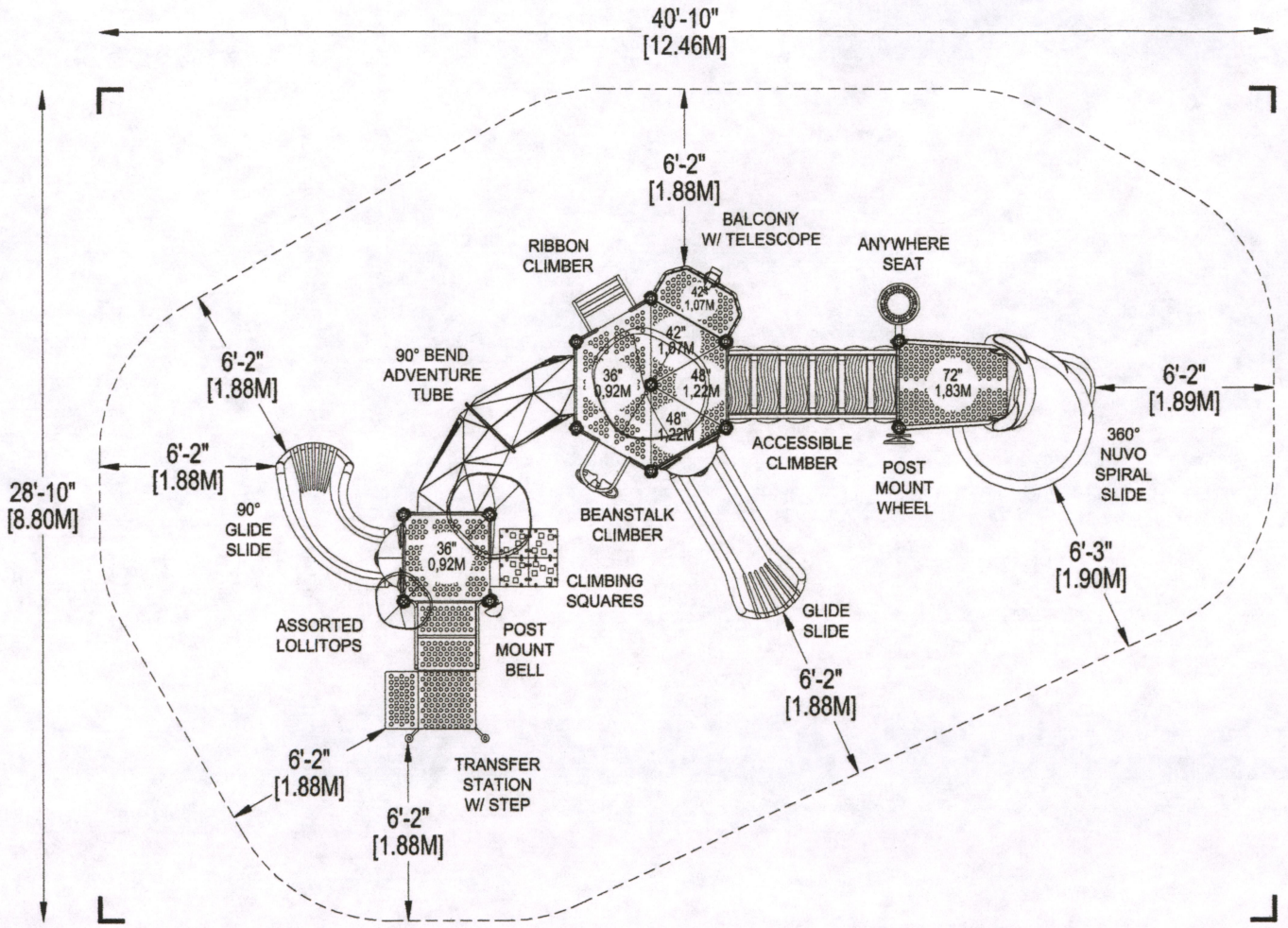

STEVE
THOMPSON
HIGH COUNTRY TRAIL PARK
PLAYGROUND
SOLUTIONS
OF TEXAS

350-2242	Equipment Manufacturer PLAYWORLD The world needs play.



350-2242	Equipment Manufacturer PLAYWORLD The world needs play.





*PLAYGROUND SUPERVISION REQUIRED

PLAYWORLD

PLAYWORLD SYSTEMS, INC.
1000 Buffalo Road
Lewisburg, PA
17837-9795 USA

EQUIPMENT SIZE:
28'6" x 16'6" x 13'1"
8,69M x 5,03M x 3,99M

USE ZONE:
40'10" x 28'10"
12,46M x 8,80M

AREA: **881 SqFt.** 81,84 SqM.

PERIMETER: **111'6"** 33,99M

FALL HEIGHT:
6 Ft.
1,83M

USER CAPACITY: **39**

AGE GROUP: **5-12**

ADA SCHEDULE

Total Elevated Play Activities: 9
Total Ground-Level Play Activities: 3

	Accessible Elevated Activities	Accessible Ground-Level Activities	Accessible Ground-Level Play Types
Required	5	3	3
Provided	9	3	3

✓ ASTM F1487-21
✓ CPSC #325

PROJECT NO: **350-2242**

SCALE: **1/4"=1'-0"**

DRAWN BY: **M. MERTZ**

Paper Size **B**

DATE: **02-FEB-22**

350-2242
CATALOG PRE-DESIGN

-

Estimate

Playground Solutions of Texas

DATE: JUNE 22, 2022

P.O. Box92458
Southlake, TX 76092

Phone (469) 375-4590

TO City of Saginaw
Willow Creek Park
N. Knowles Drive
Saginaw, TX 76179

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
S. Thompson		Default Carrier	FOB		Net 30	06/30/2022

419,

QTY	ITEM #	DESCRIPTION	UNIT PRICE	DISCOUNT	LINE TOTAL
1	1221	Sourcewll Contract NO> 030117-LTS Corteze Pre Fab Restroom by CXT Shipping and Handling are included in price. Quote does not include installation or ground preparation.	$117,210.00	$9,376.80	$107,834.00
			TOTAL DISCOUNT		
				SUBTOTAL	$107,834.00
				SALES TAX	
				TOTAL	$107,834.00