

AGENDA

CITY OF HOUSTON ■ CITY COUNCIL

May 20 & 21, 2025

MAYOR
JOHN WHITMIRE

CONTROLLER
CHRIS HOLLINS

DISTRICT COUNCIL MEMBERS

Amy Peck
District A

Tiffany D. Thomas
District F

Tarsha Jackson
District B

Mary Nan Huffman
District G

Abbie Kamin
District C

Mario Castillo
District H

Carolyn Evans-Shabazz
District D

Joaquin Martinez
District I

Fred Flickinger
District E

Edward Pollard
District J

Martha Castex-Tatum
District K

AT-LARGE COUNCIL MEMBERS

Julian Ramirez
Position 1

Twila Carter
Position 3

Willie Davis
Position 2

Letitia Plummer
Position 4

Sallie Alcorn
Position 5

Marta Crinejo, Agenda Director

Pat Jefferson Daniel, City Secretary

In accordance with the Texas Open Meetings Act the agenda is posted for public information, at all times, for at least 72 hours preceding the scheduled time of the meeting on the bulletin board located on the exterior wall of the City Hall building at 901 Bagby.

The agenda may be accessed via the Internet at <http://houston.novusagenda.com/agendapublic/>. Copies of the agenda are available in the Office of the City Secretary in the City Hall Annex, Public Level at no charge. To receive the agenda by mail, send check or money order for \$52.00 for a one year subscription, made payable to the City of Houston to the attention of the City Secretary, P.O. Box 1562, Houston, Texas 77251.

To reserve time to appear before Council call 832-393-1100, or email us at speakers@houstontx.gov or weather permitting you may come to the Office of the City Secretary, City Hall Annex, Public Level **by 3:00 pm the Monday before Public Session.**

NOTE: If a translator is required, please advise when reserving time to speak

AGENDA - COUNCIL MEETING Tuesday, May 20, 2025 - 1:30 PM
City Hall - In Person Meeting

PRESENTATIONS

2:00 P.M. – INVOCATION AND PLEDGE OF ALLEGIANCE

INVOCATION AND PLEDGE OF ALLEGIANCE - Council Member Huffman

ROLL CALL AND ADOPT THE MINUTES OF THE PREVIOUS MEETING

PUBLIC SPEAKERS - Pursuant to City Council Rule 8, City Council will hear from members of the public; the names and subject matters of persons who had requested to speak at the time of posting this Agenda are attached; the names and subject matters of persons who subsequently request to speak may be obtained in the City Secretary's Office.

NOTE: If a translator is required, please advise when reserving time to speak

Speakers List

RECESS

RECONVENE

WEDNESDAY - May 21, 2025 - 9:00 A. M.

DESCRIPTIONS OR CAPTIONS OF AGENDA ITEMS WILL BE READ BY
THE
CITY SECRETARY PRIOR TO COMMENCEMENT

HEARINGS

1. **9:00 A.M. - PUBLIC HEARING** on City Budgets for time period July 1, 2025 through June 30, 2026

MAYOR'S REPORT

CONSENT AGENDA NUMBERS 2 through 48

ACCEPT WORK - NUMBER 2

2. RECOMMENDATION from Director Houston Public Works for approval of final contract amount of \$779,021.01 and acceptance of work on contract with **SPECIALIZED MAINTENANCE SERVICES, INC** for Sanitary Sewer Cleaning and Television Inspection in Support of Rehabilitation - 5.61% under the original contract amount - **DISTRICTS A - PECK; C - KAMIN; F - THOMAS; G - HUFFMAN; I - MARTINEZ; J - POLLARD and K - CASTEX-TATUM**

PURCHASING AND TABULATION OF BIDS - NUMBERS 3 through 19

3. **MUSTANG MACHINERY COMPANY, LLC dba MUSTANG CAT** for Purchase of Caterpillar Engine Replacement Parts and Repair Services for the Fleet Management Department - 3 Years with 2 one-year options - Fleet Management Fund
4. **SILSBEE FORD** for Purchase of Four (4) Ford F150 Hybrid Trucks through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Information Technology Services Department - \$197,262.00 - Equipment Acquisition Consolidated Fund
5. **SILSBEE FORD** for Purchase of Two (2) 2025 Ford High Roof Cargo Vans through The Interlocal Purchasing System (TIPS) Purchasing Cooperative Program for the Fleet Management Department on behalf of the Houston Public Library - \$103,760.50 - Equipment Acquisition Consolidated Fund
6. **SILSBEE FORD**, The Interlocal Purchasing System supplier, for Purchase of One Hundred Nineteen (119) Ford Explorer Police Interceptor Vehicles for the Fleet Management Department on behalf of the Houston Police Department - \$7,465,239.77 - Police Consolidated Construction Fund
7. APPROVE spending authority in the amount of \$270,093.19 for Emergency Purchase of Lead-Based Paint Hazard Control Services for the Houston Health Department, to **AAR INCORPORATED** - \$270,093.19 - Grant Fund
8. **h.m.t SERVICES CORPORATION** for Purchase of Embroidery Machines for the Houston Public Library - \$23,400.00 - General Fund
9. **ABACUS QUALITY SYSTEM SERVICES, INC** for Purchase of a Mechanical Seal Assembly for Houston Public Works - \$5,977.99 - Enterprise Fund
10. APPROVE spending authority in an amount not to exceed \$53,967.00 for Purchase of Residential Demolition Services for Houston Public Works through the Choice Partners Purchasing Cooperative supplier, **ERC ENVIRONMENTAL & CONSTRUCTION SERVICES, INC** - Grant Fund
11. **AMEND MOTION #2025-0203, 03/26/25, TO INCREASE** spending authority from \$178,884.90 to \$218,239.80 for Purchase of Galvanized Bauer Pipe and Fittings for Houston Public Works, awarded to **eWORLD INNOVATIVE SOLUTIONS, LLC** - Enterprise Fund
12. **FREEDOM WATERWORKS** for Furnish and Deliver Various Types of Valves and Accessories for Houston Public Works - \$116,631.54 - Enterprise Fund
13. **h.m.t. SERVICE CORPORATION** for Purchase of Air Compressor Dryer for Houston Public Works - \$26,300.00 - Enterprise Fund
14. **h.m.t. SERVICE CORPORATION** for Purchase of 55-ton Universal Hydraulic Puller for Houston Public Works - \$27,860.00 - Enterprise Fund
15. **MORAVEC LABS, LLC dba DYMAPTIC** for Purchase of Upgrades and Maintenance Services for Houston Public Works - \$4,431,636.00 - 3 Years - Enterprise Fund

16. **PATRICIA TECH SUPPLY & SERVICES** for Purchase of Gatorbar Fiberglass Rebar for Houston Public Works - \$22,134.00 - Enterprise Fund
17. **SCM CONSULTANTS INC** for Purchase of Burner Ignitors for Houston Public Works - \$30,396.00 - Enterprise Fund
18. **TRANTEX TRANSPORTATION PRODUCTS OF TEXAS INC** for Purchase of Glass Beads for Houston Public Works - \$12,000.00 - Special Revenue Fund
19. **US PRODUCT DISTRIBUTORS INC** for Purchase of Connector Bodies for Houston Public Works - \$11,450.00 - Special Revenue Fund

ORDINANCES - NUMBERS 20 through 48

20. ORDINANCE supplementing City of Houston, Texas Ordinance No. 2023-350, Ordinance No. 2010-383, Ordinance No. 2013-631, Ordinance No. 2016-503 and Ordinance No. 2019-456 relating to the issuance of City of Houston, Texas Combined Utility System Commercial Paper Notes, Series B-4; authorizing the extension of a Credit Facility, the Execution and Delivery of the Amended Reimbursement Agreement; and Bank Fee Letter, and resolving other matters related thereto; and declaring an emergency
21. ORDINANCE declaring intent to issue Airport System Special Facilities Revenue Bonds to finance certain projects for the benefit of the Houston Airport System; authorizing a Public Hearing for each such project; declaring intent to reimburse certain costs of each project from Bonds issued to finance each project; authorizing matters relating thereto and making certain findings necessary and incidental to each project; and declaring an emergency
22. ORDINANCE approving and authorizing second amendment to Subrecipient Agreement between City of Houston and **ACCESS CARE OF COASTAL TEXAS, INC**, to extend term of agreement and provide additional Housing Opportunities for Persons With AIDS Funds to provide Tenant-Based Rental Assistance, Short-Term, Mortgage, and Utility Assistance, Permanent Housing Placement Services, and Supportive Services to low-income households living with HIV/AIDS - \$559,816.00 - Grant Fund
23. ORDINANCE approving and authorizing Director of Houston Health Department to apply for, accept and expend the **Texas Women Grant Application** and expend all subsequent supplemental awards, if any, pertaining to the Grant
24. ORDINANCE approving and authorizing Director of City of Houston Health Department to accept Grant Award from the **CENTERS FOR DISEASE CONTROL AND PREVENTION** for the **Strengthening Vaccine Preventable Disease Prevention and Response Grant Application**; authorizing the Director to expend the Grant Funds, as awarded, and to apply for and accept all subsequent awards, if any, pertaining to the Grant
25. ORDINANCE approving Electronic Grant Application from the **CENTERS FOR DISEASE CONTROL** for the **Medical Monitoring Project Grant**; authorizing the Director of the City of Houston Health Department to apply for, accept and expend the Grant Funds as awarded, and to accept and

expend all subsequent supplemental awards, if any, pertaining to the Grant; containing provisions related to the subject

26. ORDINANCE approving and authorizing amendment to increase spending authority for Tower Lease Agreement between City of Houston, Texas, Licensee and **CROWN COMMUNICATION, LLC**, Licensor - 5 Years - \$376,262.18 - Central Service Revolving Fund
27. ORDINANCE approving and authorizing Professional Architectural Services Contract with **BRAVE ARCHITECTURE, INC** for new Hispanic History Research Center; providing funding for Civic Art Program - \$1,340,251.00 - Public Library Consolidated Construction Fund - **DISTRICT H - CASTILLO**
28. ORDINANCE appropriating \$13,246,749.00 out of Public Library Consolidated Construction Fund and ward Construction Manager At Risk Contract to **TELLEPSSEN BUILDERS LP** for Hispanic History Research Center; providing funding for material testing, asbestos testing and abatement, equipment, Civic Art Program and contingency - **DISTRICT H - CASTILLO**
29. ORDINANCE appropriating additional \$3,549,000.00 out of Fire Consolidated Construction Fund for Houston Fire Department Station 16 Renovation Project; providing funding for Civic Art Program and contingencies - **DISTRICT C - KAMIN**
30. ORDINANCE appropriating additional \$2,144,000.00 out of Fire Consolidated Construction Fund for Houston Fire Department Station 31 Renovation Project; providing funding for Civic Art Program and contingencies - **DISTRICT H - CASTILLO**
31. ORDINANCE approving and authorizing contract between City of Houston and **CHALK'S TRUCK PARTS, INC dba RANDY'S DRIVESHAFT SERVICE** for Driveshaft and Power Take-Off Repair Services for the Fleet Management Department - 3 Years with 2 one-year options - \$591,901.92 - Fleet Management Fund
32. ORDINANCE approving and authorizing contract between City of Houston and **AIRPORT RESEARCH AND DEVELOPMENT FOUNDATION d/b/a TRANSPORTATION SECURITY CLEARINGHOUSE** for Designated Aviation Channeling Services for the Houston Airport System; providing a maximum contract amount - 3 Years with 2 one-year options - \$1,665,000.00 - Enterprise Fund
33. ORDINANCE amending Ordinance No. 2020-0289 and approving and authorizing first amendment contract with **MED SCRIPTS PHARMACY CORPORATION** to increase maximum contract amount and to extend contract term for Prescription Services for seniors through Harris County Area Agency on Aging for the Houston Health Department; containing provisions relating to the subject; and declaring the City's eligibility for such Grant - \$500,000.00 - Grant Fund
34. ORDINANCE approving and authorizing second amendment to Professional Services Agreement with **LINEBARGER, GOGGAN, BLAIR & SAMPSON, LLP** for Unpaid Collection Services for the Municipal Courts Department to extend the term of the contract - 6 Months - Revenue
35. ORDINANCE closing certain northbound and southbound Motor Vehicle

Traffic Lanes on Main Street between Rusk St. and Commerce St., excepting southbound traffic lane of Main St. between Franklin St. and Congress St., for Pedestrian Improvements and Public Outdoor Spaces - **DISTRICT H - CASTILLO and I - MARTINEZ**

36. ORDINANCE amending City of Houston Ordinance No. 2022-0221 relating to Employment Conditions, Compensation and Benefits of Classified Police Officers of the City of Houston; Ratifying the 2025 Meet and Confer Agreement between the City of Houston and the **HOUSTON POLICE OFFICERS' UNION**, and containing other provisions relating to the foregoing subject; suspending the operation of certain ordinances; providing for severability
37. ORDINANCE appropriating \$2,500,000.00 out of Equipment Acquisition Consolidated Construction Fund for Planned Purchase of Conducted Energy Devices and Supplies for the Houston Police Department
38. ORDINANCE renewing the establishment of the east and west sides of the 800-1100 Blocks of Arlington Street, between E. 8th and E. 12th Streets within the City of Houston, Texas as a Special Minimum Lot Size Block pursuant to the Code of Ordinances, Houston Texas - **DISTRICT C - KAMIN**
39. ORDINANCE appropriating \$49,500.00 out of Metro Projects Construction DDSRF; approving and authorizing Amended and Restated Interlocal Agreement for improvements to Mosley Road by and among City of Houston, Texas **GULFGATE REDEVELOPMENT AUTHORITY**, and **HOBBY AREA DISTRICT**; providing funding for CIP Cost Recovery relating to construction of Public Improvements Financed by the Metro Projects Construction DDSRF - **DISTRICT I - MARTINEZ**
40. ORDINANCE approving and authorizing submission of Grant Application to the **TEXAS GENERAL LAND OFFICE** for a **Disaster Recovery Reallocation Program (DRRP) Grant**; to support Pine Shadows Flood and Drainage Improvements and Intersection and Signal Reconstruction; declaring the City's eligibility for such Grants; authorizing the Director of Houston Public Works or Director's Designee to act as the City's representative in the Grant Application Process, to accept such Grant Funds, if awarded, and to apply for and accept all subsequent awards, if any pertaining to the Grant program - **DISTRICTS A - PECK; D - EVANS-SHABAZZ and G - HUFFMAN**
41. ORDINANCE appropriating \$550,000.00 out of Metro Projects Construction DDSRF; approving and authorizing Professional Engineering Services Contract between City of Houston and **IEA, INC** for FY24 Street Rehabilitation Design Projects Contract #3; providing funding for CIP Cost Recovery financed by the Metro Projects Construction DDSRF
42. ORDINANCE appropriating \$3,554,671.05 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Professional Engineering Services Contract between City of Houston and **CP&Y, INC dba STV INFRASTRUCTURE** for Lift Station Hazard Mitigation and Improvement Projects (Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine LS, Minnesota LS, Kirby Drive #3 LS); providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated

Construction Fund - **DISTRICTS I - MARTINEZ and K - CASTEX-TATUM**

43. ORDINANCE appropriating \$3,022,233.38 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Professional Engineering Services Contract between City of Houston and **HR GREEN, INC** for Lift Station Hazard Mitigation and Improvement Projects (Old Stone Trail Lift Station, Tanya Circle Lift Station, M.U.D #175-2 Lift Station, Memorial Drive #5 Lift Station, Fleetwood Lift Station, Addicks Lift Station, and Woodway #2 Lift Station); providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund - **DISTRICTS A - PECK and G - HUFFMAN**
44. ORDINANCE appropriating \$29,576,079.00 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Professional Engineering Services Contract between City of Houston and **BROWN AND CALDWELL** for Capacity Remedial Measures Plan CIP Package 3 (CD Area 2 & 3); providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund - **DISTRICT B - JACKSON**
45. ORDINANCE appropriating \$2,472,135.75 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Professional Engineering Services Contract between City of Houston and **BINKLEY & BARFIELD, INC** for 66-inch Water Line Along Victory Drive from Wheatley Street to Acres Homes Pump Station; providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund - **DISTRICT B - JACKSON**
46. ORDINANCE awarding contract to **J. RIVAS CONSTRUCTION LLC** for FY 2025 Ditch Reestablishment Work Order Contract #3; setting a deadline for the bidder's execution of the contract and delivery of all bonds, insurance, and other required contract documents to the City; holding the bidder in default if it fails to meet the deadlines; providing a maximum contract amount - \$6,000,000.00 - Enterprise Fund
47. ORDINANCE awarding contract to **T CONSTRUCTION, LLC** for Miscellaneous Small Diameter Waterline, Fire Hydrant and Valve Rehabilitation and Repairs for Kingwood Area, setting a deadline for the bidder's execution of the contract and delivery of all bonds, insurance, and other required contract documents to the City; holding the bidder in default if it fails to meet the deadlines; providing funding for testing services and contingencies relating to construction of facilities financed by the Water & Sewer System Operating Fund; providing a maximum contract amount - \$4,073,794.00 - Enterprise Fund. - **DISTRICT E - FLICKINGER**
48. ORDINANCE appropriating \$42,000.00 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Construction Management and Inspection Services Contract between City of Houston and **ISANI CONSULTANTS, L.P.** for Large Diameter Waterline Projects; providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund

END OF CONSENT AGENDA

CONSIDERATION OF MATTERS REMOVED FROM CONSENT AGENDA

MATTERS HELD - NUMBER 49

- 49. LAKE COUNTRY CHEVROLET - \$186,555.00; SILSBEE FORD - \$445,213.67 and SILSBEE TOYOTA \$509,103.20**, for Purchase of Chevrolet Tahoe Vehicles, Ford Police Interceptor, Explorers, Rangers and F-150 Vehicles and Toyota 4Runners, Highlanders, Tacomas and Tundra Vehicles through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Police Department - Grant and Other Funds

TAGGED BY COUNCIL MEMBER KAMIN

This was Item 15 on Agenda of May 14, 2025

MATTERS TO BE PRESENTED BY COUNCIL - Council Member Flickinger first

ALL ORDINANCES ARE TO BE CONSIDERED ON AN EMERGENCY BASIS AND TO BE PASSED ON ONE READING UNLESS OTHERWISE NOTED, ARTICLE VII, SECTION 7, CITY CHARTER

NOTE WHENEVER ANY AGENDA ITEM, WHETHER OR NOT ON THE
- CONSENT AGENDA, IS NOT READY FOR COUNCIL ACTION AT THE TIME IT IS REACHED ON THE AGENDA, THAT ITEM SHALL BE PLACED AT THE END OF THE AGENDA FOR ACTION BY COUNCIL WHEN ALL OTHER AGENDA ITEMS HAVE BEEN CONSIDERED.

CITY COUNCIL RESERVES THE RIGHT TO TAKE UP AGENDA ITEMS OUT OF THE ORDER IN WHICH THEY ARE POSITIONED IN THIS AGENDA. ALSO, AN ITEM THAT HAS BEEN TAGGED UNDER CITY COUNCIL RULE (HOUSTON CITY CODE 2-2) OR DELAYED TO ANOTHER DAY MAY BE NEVERTHELESS CONSIDERED LATER AT THE SAME CITY COUNCIL MEETING.



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date:

Speakers List

Agenda Item#:



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 3/28/2025

FIN - FY2026 PUBLIC HEARING

Agenda Item#: 1.

Summary:

9:00 A.M. - PUBLIC HEARING on City Budgets for time period July 1, 2025 through June 30, 2026

Background:

Public Hearing on the FY2026 Proposed Operating Budget.

Recommendation: (Summary)

City Council calls a public hearing on the FY2026 Proposed Operating Budget for May 21, 2025 and authorize the City Secretary to publish the notice.

Specific Explanation:

In order to allow for public input and in accordance with the state statute governing municipal budgets (Chapter 102, Section 102.006 of the Texas Local Government Code), a public hearing is required on the FY2026 Proposed Operating Budget. The hearing will be held at 9:00a.m. on May 21, 2025 in the City Council Chambers.

Melissa Dubowski
Director of Finance

Contact Information:

Paula Lichanpanit, Deputy Director
Phone: 832-393-9089

ATTACHMENTS:

Description	Type
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Signed Coversheet	Signed Cover sheet
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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/6/2025

ALL

Item Creation Date: 3/28/2025

FIN - FY2026 PUBLIC HEARING

Agenda Item#: 11.

Background:

Public Hearing on the FY2026 Proposed Operating Budget.

Recommendation: (Summary)

City Council calls a public hearing on the FY2026 Proposed Operating Budget for May 21, 2025 and authorize the City Secretary to publish the notice.

Specific Explanation:

In order to allow for public input and in accordance with the state statute governing municipal budgets (Chapter 102, Section 102.006 of the Texas Local Government Code), a public hearing is required on the FY2026 Proposed Operating Budget. The hearing will be held at 9:00a.m. on May 21, 2025 in the City Council Chambers.

DocuSigned by:

A handwritten signature in blue ink, appearing to read "Melissa Dubowski", is written over a blue line.

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Melissa Dubowski
Director of Finance

Contact Information:

Paula Lichanpanit, Deputy Director
Phone: 832-393-9089



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District A, District C, District F, District G, District H, District I, District J, District K

Item Creation Date: 4/4/2025

HPW – 20WWO1176 Accept Work / Specialized Maintenance Services, Inc.

Agenda Item#: 2.

Summary:

RECOMMENDATION from Director Houston Public Works for approval of final contract amount of \$779,021.01 and acceptance of work on contract with **SPECIALIZED MAINTENANCE SERVICES, INC** for Sanitary Sewer Cleaning and Television Inspection in Support of Rehabilitation - 5.61% under the original contract amount - **DISTRICTS A - PECK; C - KAMIN; F - THOMAS; G - HUFFMAN; I - MARTINEZ; J - POLLARD and K - CASTEX-TATUM**

Background:

SUBJECT: Accept Work for Sanitary Sewer Cleaning and Television Inspection In Support of Rehabilitation.

RECOMMENDATION: (SUMMARY) Pass a motion to approve the final contract amount of \$779,021.01 or 5.61% under the original contract amount, accept the Work and authorize final payment.

PROJECT NOTICE/JUSTIFICATION: This project was part of the Neighborhood Sewer Rehabilitation Program and was required to renew/replace various deteriorated neighborhood collection systems throughout the City. The project involved sanitary sewer cleaning and television inspection in support of rehabilitation. The purpose was to reduce sanitary sewer overflows, which was accomplished by cleaning the sewer lines and television inspection to identify sewer lines in need of rehabilitation/renewal.

DESCRIPTION/SCOPE: This project consisted of sanitary sewer cleaning and television inspection in support of rehabilitation. The project was awarded to Specialized Maintenance Services, Inc. with 730 calendar days allowed for construction and an original contract amount of \$825,329.50.

LOCATION: The projects are located in Council Districts A, C, F, G, H, I, J, and K.

CONTRACT COMPLETION AND COST: The contractor, Specialized Maintenance Services, Inc., has completed the work under the subject contract. The project was completed within the original contract time. The final cost of the project, including overrun and underrun of estimated unit price quantities is \$779,021.01, a decrease of \$46,308.49 or 5.61% under the original contract amount. The decreased cost is a result of the difference between planned and measured quantities.

M/WSBE PARTICIPATION: No City MWBE participation goal was established for this project as the contract amount did not exceed the threshold of \$1,000,000.00 required for goal-oriented contracts per Section 15-82 of the City Code of Ordinances.

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. R-000266-0281-4
File No. 4277-103

Prior Council Action:

Ordinance No. 2019-0220, dated 03-27-2019

Amount and Source of Funding:

No additional funding required.

Original appropriation of \$866,596.00 from Fund No. 8500 – Water and Sewer System Consolidated Construction Fund

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Dr. Joseph G. Majdalani, P.E., Senior Assistant Director	HPW Houston Water	832.395.8530

ATTACHMENTS:

Description	Type
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Council Districts Map
Locations List
Signed Coversheet

Backup Material
Backup Material
Signed Cover sheet

City of Houston Council Districts

District

- A - Amy Peck
- B - Tarsha Jackson
- C - Abbie Kamin
- D - Carolyn Evans-Shabazz
- E - Fred Flickinger
- F - Tiffany D. Thomas
- G - Mary Nan Huffman
- H - Mario Castillo Jr.
- I - Joaquin Martinez
- J - Edward Pollard
- K - Martha Castex-Tatum

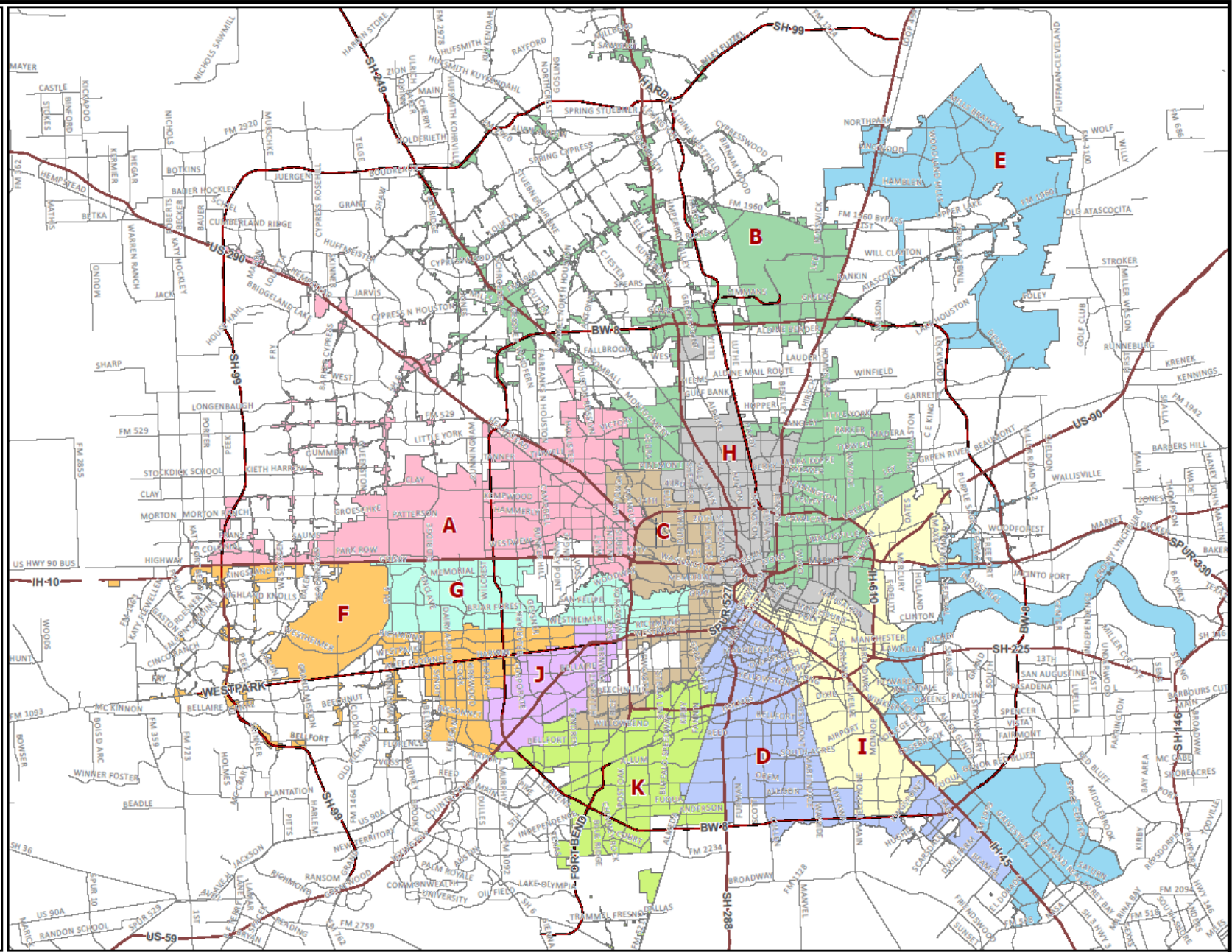
At Large Position 1: Julian Ramirez
 At Large Position 2: Willie Davis
 At Large Position 3: Twila Carter
 At Large Position 4: Letitia Plummer
 At Large Position 5: Sallie Alcorn

Source: COHGIS Database
 Date: February 2024
 Reference: pj26286

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PLANNING &
DEVELOPMENT
DEPARTMENT



Sanitary Sewer Cleaning and Television Inspection In Support of Rehabilitation

WBS No. R-000266-0281-4

File No. 4277-103

4277-103	Sanitary Sewer Cleaning and Television Inspection In Support of Rehabilitation			
WBS No. R-000266-0281-4	Specialized Maintenance Services, Inc.			
WORK ORDER	KEY MAP	SUBDIVISION	BASIN	Council Dist.
1	530D, 531A	HILLCROFT TRANSIT CENTER, 77036	SW086	J
2	531S, T, U	MEYERLAND, 77074	SW242	C, J
3	570D	FONDREN SW FONDREN GREEN, 77035	SW054	K
4	528G, H, L, M, 529E, F, G, L	BRAEWOOD GLEN, 77072	BW230	F
5	490W, X; 530A, B	TANGLEWILDE, 77042	KB319	F, J
6	530G, K, L	SHARPSTOWN, 77036	KB308	J
7	493M & 494N, J	AMERICAS, 77003	11015	H
8	491 F, J, K, N	TANGLEWOOD, 77056	SW033	G
9	492K, L	BAYOU BEND, 77007	11178	C
10	491Z & 492 W, X, Y	LAKEWOOD, 77005	AS045	C
11	5298, C, F, G	BRAYS VILLAGE, 77072	BW239	F
12	529A, B, E, F	BRAYS FOREST, 77072	BW238	F
13	534V, Z	HUTTON, 77087	SB048	I
14	4968, C	WOOD BAYOU, 77013	NE001	I
15	492Q, U	AVALON PLACE, 77019	AS058	C, G
16	490E	MEMORIAL FOREST, 77024	WD037	G
17	450W	COUNTRY ESTATES, 77080	WD046	A
18	490A,B	CENTRE AT BUNKER HILL, 77055	WD044	A
19	450P	NORTHBROOK, 77080	WD052	A
20	489K, P, Q, T	GLOBAL WILCREST PLAZA, 77042	WD027	G
21	450P, T	CAMPBELL WOOD, 77080	WD053	A
22	490V	BRIARBEND, 77063	WD106	F, G
23	490 R & V	HAMMERSMITH, 77057	WD110	G
24	410R	WOODLAND OAKS, 77040	W0127	A
25	452Y, 492C	TIMBERGROVE MANOR, 77008	II144	C



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

District A, District C, District F, District G, District H, District I, District J, District K

Item Creation Date: 4/4/2025

HPW – 20WWO1176 Accept Work / Specialized Maintenance Services, Inc.

Agenda Item#:

Background:

SUBJECT: Accept Work for Sanitary Sewer Cleaning and Television Inspection In Support of Rehabilitation.

RECOMMENDATION: (SUMMARY) Pass a motion to approve the final contract amount of \$779,021.01 or 5.61% under the original contract amount, accept the Work and authorize final payment.

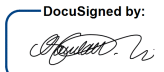
PROJECT NOTICE/JUSTIFICATION: This project was part of the Neighborhood Sewer Rehabilitation Program and was required to renew/replace various deteriorated neighborhood collection systems throughout the City. The project involved sanitary sewer cleaning and television inspection in support of rehabilitation. The purpose was to reduce sanitary sewer overflows, which was accomplished by cleaning the sewer lines and television inspection to identify sewer lines in need of rehabilitation/renewal.

DESCRIPTION/SCOPE: This project consisted of sanitary sewer cleaning and television inspection in support of rehabilitation. The project was awarded to Specialized Maintenance Services, Inc. with 730 calendar days allowed for construction and an original contract amount of \$825,329.50.

LOCATION: The projects are located in Council Districts A, C, F, G, H, I, J, and K.

CONTRACT COMPLETION AND COST: The contractor, Specialized Maintenance Services, Inc., has completed the work under the subject contract. The project was completed within the original contract time. The final cost of the project, including overrun and underrun, estimated unit price quantities is \$779,021.01, a decrease of \$46,308.49 or 5.61% under the original contract amount. The decreased cost is the result of the difference between planned and measured quantities.

M/WSBE PARTICIPATION: No City MWBE participation goal was established for this project as the contract amount did not exceed the threshold of \$1,000,000.00 required for goal-oriented contracts per Section 15-82 of the City Code of Ordinances.

DocuSigned by:

 5/7/2025
 BE463EE0DE454EB
 Randall V. Macchi, JD
 Director, Houston Public Works

WBS No. R-000266-0281-4
 File No. 4277-103

Prior Council Action:

Ordinance No. 2019-0220, dated 03-27-2019

Amount and Source of Funding:

No additional funding required.

Original appropriation of \$866,596.00 from Fund No. 8500 – Water and Sewer System Consolidated Construction Fund

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Dr. Joseph G. Majdalani, P.E., Senior Assistant Director	HPW Houston Water	832.395.8530

ATTACHMENTS:

Description	Type
Council Districts Map	Backup Material
Locations List	Backup Material
Location Maps	Backup Material
OBO Documents	Backup Material
Prior Council Action	Backup Material

Ownership Information Form & Tax Report
Final Estimate

Backup Material
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date:

ITB-2025-0039 - Caterpillar Engine Replacement Parts and
Repair Services - MOTION

Agenda Item#: 3.

Summary:

MUSTANG MACHINERY COMPANY, LLC dba MUSTANG CAT for Purchase of Caterpillar Engine Replacement Parts and Repair Services for the Fleet Management Department - 3 Years with 2 one-year options - Fleet Management Fund

Background:

Sole Bid Received April 24, 2025, for ITB-2025-0039 - Approve an award to Mustang Machinery Company, LLC dba Mustang Cat in an amount not to exceed \$1,297,339.57 for Caterpillar engine replacement parts and repair services for the Fleet Management Department for a term of 36-months with two one-year options.

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve an award to **Mustang Machinery Company, LLC dba Mustang Cat** on its sole bid in an amount not to exceed **\$1,297,339.57** for Caterpillar engine replacement parts and repair services for the Fleet Management Department. It is further requested that authorization be given to make purchases, as needed, for a **thirty-six (36) month period with two one-year options**.

This award consists of a price list for various Caterpillar engine replacement parts, including but not limited to, belt tensioners, fuel check valves, transfer pumps, water pumps, exhaust gas recirculation coolers, starting motors, solenoids, oxygen sensors, wiring harnesses, reconditioned engines, and engine blocks. The Fleet Management Department will use these materials to repair and maintain equipment with Caterpillar engines citywide. This award also includes labor components for repair services.

This project was advertised in accordance with the requirements of the State of Texas bid laws. Two prospective bidders downloaded the solicitation document from the Beacon website, and one bid was received.

- Subsequent to receipt of the bid, the Strategic Procurement Division contacted potential bidders to determine the reason for the limited response to the ITB. Potential bidders stated that they were not in the core business of providing these services.

MWBE Subcontracting:

Zero percentage goal-document approved by the Office of Business Opportunity.

Hire Houston First:

The proposed award requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, **Mustang Machinery Company, LLC dba Mustang Cat** does not meet the requirements for HHF designation; no HHF firms were within three percent.

Fiscal Note:

Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Signature
Finance/Strategic Procurement Division

Department Approval Authority

Estimated Spending Authority

Department	FY2025	Out Years	Total
Fleet Management	\$256,431.67	\$1,040,907.90	\$1,297,339.57

Amount and Source of Funding:

\$1,297,339.57

Fleet Management Fund

Fund No.: 1005

Contact Information:

Desiree Heath	SPD	832-393-8742
Candice Gambrell	SPD	832-393-9129
Jedediah Greenfield	SPD	832-393-9126

ATTACHMENTS:**Description**

Signed coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date:

ITB-2025-0039 - Caterpillar Engine Replacement Parts and Repair Services - MOTION

Agenda Item#: 2.

Background:

Sole Bid Received April 24, 2025, for ITB-2025-0039 - Approve an award to Mustang Machinery Company, LLC dba Mustang Cat in an amount not to exceed \$1,297,339.57 for Caterpillar engine replacement parts and repair services for the Fleet Management Department for a term of 36-months with two one-year options.

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve an award to **Mustang Machinery Company, LLC dba Mustang Cat** on its sole bid in an amount not to exceed **\$1,297,339.57** for Caterpillar engine replacement parts and repair services for the Fleet Management Department. It is further requested that authorization be given to make purchases, as needed, for a **thirty-six (36) month period with two one-year options**.

This award consists of a price list for various Caterpillar engine replacement parts, including but not limited to, belt tensioners, fuel check valves, transfer pumps, water pumps, exhaust gas recirculation coolers, starting motors, solenoids, oxygen sensors, wiring harnesses, reconditioned engines, and engine blocks. The Fleet Management Department will use these materials to repair and maintain equipment with Caterpillar engines citywide. This award also includes labor components for repair services.

This project was advertised in accordance with the requirements of the State of Texas bid laws. Two prospective bidders downloaded the solicitation document from the Beacon website, and one bid was received.

- Subsequent to receipt of the bid, the Strategic Procurement Division contacted potential bidders to determine the reason for the limited response to the ITB. Potential bidders stated that they were not in the core business of providing these services.

MWBE Subcontracting:

Zero percentage goal-document approved by the Office of Business Opportunity.

Hire Houston First:

The proposed award requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, **Mustang Machinery Company, LLC dba Mustang Cat** does not meet the requirements for HHF designation; no HHF firms were within three percent.

Fiscal Note:

Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

DocuSigned by:

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Department Approval Authority Signature

Estimated Spending Authority

Department	FY2025	Out Years	Total
Fleet Management	\$256,431.67	\$1,040,907.90	\$1,297,339.57

Amount and Source of Funding:

\$1,297,339.57

Fleet Management Fund

Fund No.: 1005

Contact Information:

Desiree Heath	SPD	832-393-8742
Candice Gambrell	SPD	832-393-9129
Jedediah Greenfield	SPD	832-393-9126

ATTACHMENTS:

Description	Type
MWBE Goal Waiver	Backup Material
Bid Tab	Backup Material
Ownership Form	Backup Material
Tax Report	Backup Material
1295 Form	Backup Material
Conflict of Interest	Backup Material
Form A	Financial Information
Certification of Funds	Backup Material
Funding Verification	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/6/2025

SR1543511095 - F150 Hybrid Trucks (Silsbee Ford) - MOTION

Agenda Item#: 4.

Summary:

SILSBEE FORD for Purchase of Four (4) Ford F150 Hybrid Trucks through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Information Technology Services Department - \$197,262.00 - Equipment Acquisition Consolidated Fund

Background:

SR1543511095- Approve the purchase of four (4) Ford F150 Hybrid Trucks from Silsbee Ford through TIPS Purchasing Cooperative agreement in the total amount of \$197,262.00 for the Fleet Management Department (FMD) on behalf of the Houston Information Technology Services Department (HITS).

Specific Explanation:

The Director of the Fleet Management Department (FMD) and the Chief Procurement Officer recommend that City Council approve the purchase of four (4) Ford F150 Hybrid Trucks from **Silsbee Ford** through TIPS Purchasing Cooperative agreement in the total amount of **\$197,262.00** for the Fleet Management Department (FMD) on behalf of the Houston Information Technology Services Department (HITS) and that authorization be given to issue a purchase order to Silsbee Ford.

These Ford F150 hybrid trucks will transport personnel who support the City's public safety radio system. These trucks will replace existing vehicles that have reached the end of their life expectancy.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

MWBE Subcontracting:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal or Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

No significant Fiscal Operating impact is anticipated as a result of this project

Jedediah Greenfield
Chief Procurement Officer

Department Approval Authority

Estimated Spending Authority

Department	FY2025	Out Years	Total
Fleet Management Department	\$197,262.00	\$0	\$197,262.00

Prior Council Action:

Appropriation Ordinance 2024-592 approved by City Council August 6th, 2024.

Amount and Source of Funding:

\$197,262.00

Equipment Acquisition Consolidated Fund

Fund No. 4000, Department Consolidated by Ord. #0004, 500

Fund No.: (1800) - Previously appropriated by Ord. #2024-592

Contact Information:

Jedediah Greenfield SPD 832-393-9126

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/6/2025

SR1543511095 - F150 Hybrid Trucks (Silsbee Ford) - MOTION

Agenda Item#: 4.

Summary:

SILSBEE FORD for Purchase of Four (4) Ford F150 Hybrid Trucks through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Information Technology Services Department - \$197,262.00 - Equipment Acquisition Consolidated Fund

Background:

SR1543511095- Approve the purchase of four (4) Ford F150 Hybrid Trucks from Silsbee Ford through TIPS Purchasing Cooperative agreement in the total amount of \$197,262.00 for the Fleet Management Department (FMD) on behalf of the Houston Information Technology Services Department (HITS).

Specific Explanation:

The Director of the Fleet Management Department (FMD) and the Chief Procurement Officer recommend that City Council approve the purchase of four (4) Ford F150 Hybrid Trucks from **Silsbee Ford** through TIPS Purchasing Cooperative agreement in the total amount of **\$197,262.00** for the Fleet Management Department (FMD) on behalf of the Houston Information Technology Services Department (HITS) and that authorization be given to issue a purchase order to Silsbee Ford.

These Ford F150 hybrid trucks will transport personnel who support the City's public safety radio system. These trucks will replace existing vehicles that have reached the end of their life expectancy.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

MWBE Subcontracting:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal or Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

No significant Fiscal Operating impact is anticipated as a result of this project

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Jedediah Greenfield
Chief Procurement Officer

Department Approval Authority

Estimated Spending Authority

<u>Department</u>	<u>FY2025</u>	<u>Out Years</u>	<u>Total</u>
Fleet Management Department	\$197,262.00	\$0	\$197,262.00

Prior Council Action:

Appropriation Ordinance 2024-592 approved by City Council August 6th, 2024.

Amount and Source of Funding:

\$197,262.00

Equipment Acquisition Consolidated Fund

Fund No.: (1800) - Previously appropriated by Ord. #2024-592

Contact Information:

Contact Information:

Jedediah Greenfield SPD 832-393-9126

ATTACHMENTS:

Description	Type
Certification of funds	Financial Information
Conflict of Interest form	Backup Material
Justification form	Backup Material
MWBE	Backup Material
Quote	Backup Material
Ownership form	Backup Material
Tax report	Backup Material
PBJ	Backup Material
Appropriated Ordinance	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/1/2025

SR1546906016 - High roof vans (Silsbee Ford) for HPL - MOTION

Agenda Item#: 5.

Summary:

SILSBEE FORD for Purchase of Two (2) 2025 Ford High Roof Cargo Vans through The Interlocal Purchasing System (TIPS) Purchasing Cooperative Program for the Fleet Management Department on behalf of the Houston Public Library - \$103,760.50 - Equipment Acquisition Consolidated Fund

Background:

SR1546906016- Approve the purchase of two (2) 2025 Ford high roof cargo vans from Silsbee Ford through The Interlocal Purchasing System (TIPS) purchasing cooperative program in the total amount of \$103,760.50 for the Fleet Management Department, on behalf of the Houston Public Library.

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve the purchase of two (2) 2025 Ford high roof cargo vans from **Silsbee Ford** through The Interlocal Purchasing System (TIPS) purchasing cooperative program in the total amount of **\$103,760.50** on behalf of the Houston Public Library (HPL).

The Houston Public Library fleet and transport team make forty-two (42) stops on daily routes and need these vans for transport of library items, including books, technology, furniture, financial documents and mail. They are an essential part of the library's operations. Houston Public Library also provides free events to the public and these vehicles will transport materials to support those events. The vans will be based at the central Houston Public Library located at, 500 McKinney St.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

MWBE Subcontracting:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal or Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

No significant Fiscal Operating impact is anticipated as a result of this project.

Jedediah Greenfield
Chief Procurement Officer

Department Approval Authority

Estimated Spending Authority

<u>Department</u>	<u>FY2025</u>	<u>Out Years</u>	<u>Total</u>
Houston Public Library	\$103,760.50	\$0	\$103,760.50

Prior Council Action:

Appropriation Ordinance 2024-592 approved by City Council August 6th, 2024.

Amount and Source of Funding:

\$103,760.50

Equipment Acquisition Consolidated Fund

Equipment Acquisition Consolidated Fund
Fund No.: (1800) - Previously appropriated by Ord. #2024-592

Contact Information:

Name	Dept/Division	Phone No.:
Kody Allred, Senior Staff Analyst	Finance/SPD	(832) 393-8730
Yesenia Chuca, Division Manager	Finance/SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/1/2025

SR1546906016 - High roof vans (Silsbee Ford) for HPL - MOTION

Agenda Item#: 5.

Summary:

SILSBEE FORD for Purchase of Two (2) 2025 Ford High Roof Cargo Vans through The Interlocal Purchasing System (TIPS) Purchasing Cooperative Program for the Fleet Management Department on behalf of the Houston Public Library - \$103,760.50 - Equipment Acquisition Consolidated Fund

Background:

SR1546906016- Approve the purchase of two (2) 2025 Ford high roof cargo vans from Silsbee Ford through The Interlocal Purchasing System (TIPS) purchasing cooperative program in the total amount of \$103,760.50 for the Fleet Management Department, on behalf of the Houston Public Library.

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve the purchase of two (2) 2025 Ford high roof cargo vans from **Silsbee Ford** through The Interlocal Purchasing System (TIPS) purchasing cooperative program in the total amount of **\$103,760.50** on behalf of the Houston Public Library (HPL).

The Houston Public Library fleet and transport team make forty-two (42) stops on daily routes and need these vans for transport of library items, including books, technology, furniture, financial documents and mail. They are an essential part of the library's operations. Houston Public Library also provides free events to the public and these vehicles will transport materials to support those events. The vans will be based at the central Houston Public Library located at, 500 McKinney St.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

MWBE Subcontracting:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal or Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

No significant Fiscal Operating impact is anticipated as a result of this project.

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Jedediah Greenfield
Chief Procurement Officer

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Department Approval Authority

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Library	\$103,760.50	\$0	\$103,760.50

Prior Council Action:

Appropriation Ordinance 2024-592 approved by City Council August 6th, 2024.

Amount and Source of Funding:

\$103,760.50

Equipment Acquisition Consolidated Fund

Fund No.: (1800) - Previously appropriated by Ord. #2024-592

Contact Information:

Name	Dept/Division	Phone No.:
Kody Allred, Senior Staff Analyst	Finance/SPD	(832) 393-8730
Yesenia Chuca, Division Manager	Finance/SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description	Type
Certification of funds	Financial Information
Conflict of Interest form	Backup Material
Justification form	Backup Material
MWBE	Backup Material
PBJ	Backup Material
Quote	Backup Material
Ownership form	Backup Material
Tax report	Backup Material
Appropriated Ordinance	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/16/2025

SR1567386242 - HPD Interceptors (Silsbee Ford) - MOTION

Agenda Item#: 6.

Summary:

SILSBEE FORD, The Interlocal Purchasing System supplier, for Purchase of One Hundred Nineteen (119) Ford Explorer Police Interceptor Vehicles for the Fleet Management Department on behalf of the Houston Police Department - \$7,465,239.77 - Police Consolidated Construction Fund

Background:

SR1567386242 – Approve the purchase of Ford Explorer Police Interceptor vehicles through The Interlocal Purchasing System (TIPS) supplier Silsbee Ford in the total amount of \$7,465,239.77.00 for the Fleet Management Department on behalf of the Houston Police Department.

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve the purchase of thirty-two (119) Ford Police Interceptor vehicles through The Interlocal Purchasing System (TIPS) supplier **Silsbee Ford** in the total amount of **\$7,465.239.77** for the Fleet Management Department on behalf of the Houston Police Department.

The Fleet Management Department has vetted and approved the purchase of these Police Interceptor vehicles. These internal combustion engines will be used as patrol vehicles, replacing existing vehicles that have reached their life expectancy and will be sent to auction for disposal.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that “a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

M/WBE Subcontracting:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

No significant Fiscal Operating impact is anticipated as a result of this project.

Jedediah Greenfield
Chief Procurement Officer

Department Approval Authority

Estimated Spending Authority:			
Department	FY2025	Out Years	Total
Fleet Management Department	\$7,465.239.77	\$0.00	\$7,465.239.77

Amount and Source of Funding:

\$7,465.239.77 – Police Consolidated Construction Fund (4504)

Contact Information:

Jedediah Greenfield, Chief Procurement Officer – (832) 393-9126

ATTACHMENTS:

– . . . –

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/16/2025

SR1567386242 - HPD Interceptors (Silsbee Ford) - MOTION

Agenda Item#: 6.

Summary:

SILSBEE FORD, The Interlocal Purchasing System supplier, for Purchase of One Hundred Nineteen (119) Ford Explorer Police Interceptor Vehicles for the Fleet Management Department on behalf of the Houston Police Department - \$7,465,239.77 - Police Consolidated Construction Fund

Background:

SR1567386242 – Approve the purchase of Ford Explorer Police Interceptor vehicles through The Interlocal Purchasing System (TIPS) supplier Silsbee Ford in the total amount of \$7,465,239.77.00 for the Fleet Management Department on behalf of the Houston Police Department.

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve the purchase of thirty-two (119) Ford Police Interceptor vehicles through The Interlocal Purchasing System (TIPS) supplier **Silsbee Ford** in the total amount of **\$7,465.239.77** for the Fleet Management Department on behalf of the Houston Police Department.

The Fleet Management Department has vetted and approved the purchase of these Police Interceptor vehicles. These internal combustion engines will be used as patrol vehicles, replacing existing vehicles that have reached their life expectancy and will be sent to auction for disposal.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that “a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

M/WBE Subcontracting:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

No significant Fiscal Operating impact is anticipated as a result of this project.

Jedediah Greenfield
Chief Procurement Officer

Department Approval Authority

Estimated Spending Authority:

Department	FY2025	Out Years	Total
Fleet Management Department	\$7,465.239.77	\$0.00	\$7,465.239.77

Amount and Source of Funding:

\$7,465.239.77 – Police Consolidated Construction Fund (4504)

Contact Information:

Jedediah Greenfield, Chief Procurement Officer – (832) 393-9126

ATTACHMENTS:

Description	Type
Coop Form	Backup Material

COF
MWBE Patrol Units
Ownership Form
Quote 1
Quote 2
Tax Report

Financial Information
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/15/2025

SR1572204639 - Lead-Based Paint Hazard Control EPO
(AAR Incorporated) - MOTION

Agenda Item#: 7.

Summary:

APPROVE spending authority in the amount of \$270,093.19 for Emergency Purchase of Lead-Based Paint Hazard Control Services for the Houston Health Department, to **AAR INCORPORATED** - \$270,093.19 - Grant Fund

Background:

SR1572204639 – Emergency Purchase Order – Approve spending authority to AAR Incorporated for the final payment in the amount of \$270,093.19 for lead-based paint hazard control services for the Health Department.

Specific Explanation:

The Chief Procurement Officer recommends that City Council approve spending authority for the final payment to **AAR Incorporated** in the amount of **\$270,093.19** for lead-based paint hazard control services for the Health Department.

The Chief Procurement Officer issued an emergency purchase order to AAR Incorporated on September 22, 2024. The City procured three contracts for lead-based paint remediation services. However, one vendor was unable to fulfill their obligations towards the end of their contract term. To ensure the timely use of soon-expiring grant funds and swiftly address already programmed lead paint remediation needs, the Health Department required an emergency purchase to enable AAR—a highly effective performer in the program—to take over the unfinished work of the non-performing contractor. AAR had already reached the capacity of their contract, so the emergency purchase order was necessary to complete the work.

The emergency purchase order covers work completed between September 24, 2024, and November 22, 2024.

Secretary of State Filing Date

May 1, 1987

City Registration Date

June 23, 2006

This recommendation is made pursuant to Chapter 252, Section 252.022 (a) (2) of the Texas Local Government Code for exempted procurements, " which provides a procurement necessary to preserve or protect the public health or safety of the municipality's residents."

MWBE Participation:

This procurement is exempt from the MWBE subcontracting participation goal because the department is utilizing an emergency purchase order for this purchase.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an emergency purchase order for this purchase.

Fiscal Note:

No Fiscal Note is required on grant items.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

<u>Estimated Spending Authority:</u>			
Department	FY2025	Out Years	Total
Health Department	\$270,093.19	\$0.00	\$270,093.19

Amount and Source of Funding:

\$270,093.19 - Federal Government Grant Fund (5000)

Contact Information:

Jedediah Greenfield, Chief Procurement Officer (832) 393-9126

ATTACHMENTS:

Description	Type
Signed Coversheet	Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/15/2025

SR1572204639 - Lead-Based Paint Hazard Control EPO (AAR Incorporated) - MOTION

Agenda Item#: 7.

Summary:

APPROVE spending authority in the amount of \$270,093.19 for Emergency Purchase of Lead-Based Paint Hazard Control Services for the Houston Health Department, to **AAR INCORPORATED** - \$270,093.19 - Grant Fund

Background:

SR1572204639 – Emergency Purchase Order – Approve spending authority to AAR Incorporated for the final payment in the amount of \$270,093.19 for lead-based paint hazard control services for the Health Department.

Specific Explanation:

The Chief Procurement Officer recommends that City Council approve spending authority for the final payment to **AAR Incorporated** in the amount of **\$270,093.19** for lead-based paint hazard control services for the Health Department.

The Chief Procurement Officer issued an emergency purchase order to AAR Incorporated on September 22, 2024. The City procured three contracts for lead-based paint remediation services. However, one vendor was unable to fulfill their obligations towards the end of their contract term. To ensure the timely use of soon-expiring grant funds and swiftly address already programmed lead paint remediation needs, the Health Department required an emergency purchase to enable AAR—a highly effective performer in the program—to take over the unfinished work of the non-performing contractor. AAR had already reached the capacity of their contract, so the emergency purchase order was necessary to complete the work.

The emergency purchase order covers work completed between September 24, 2024, and November 22, 2024.

Secretary of State Filing Date	City Registration Date
May 1, 1987	June 23, 2006

This recommendation is made pursuant to Chapter 252, Section 252.022 (a) (2) of the Texas Local Government Code for exempted procurements, " which provides a procurement necessary to preserve or protect the public health or safety of the municipality's residents."

MWBE Participation:


This procurement is exempt from the MWBE subcontracting participation goal because the department is utilizing an emergency purchase order for this purchase.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an emergency purchase order for this purchase.

Fiscal Note:

No Fiscal Note is required on grant items.

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Jedediah Greenfield, Chief Procurement Officer
 Finance/Strategic Procurement Division

<u>Estimated Spending Authority:</u>			
Department	FY2025	Out Years	Total
Health Department	\$270,093.19	\$0.00	\$270,093.19

Amount and Source of Funding:

\$270,093.19 - Federal Government Grant Fund (5000)

Contact Information:

Jedediah Greenfield, Chief Procurement Officer (832) 393-9126

ATTACHMENTS:

Description	Type
EPO Justification Form	Backup Material
Invoices	Backup Material
Certification of Funds	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/9/2025

SR1522189785 – Embroidery Machines (H.M.T. Services Corporation) – MOTION

Agenda Item#: 8.

Summary:

h.m.t SERVICES CORPORATION for Purchase of Embroidery Machines for the Houston Public Library - \$23,400.00 - General Fund

Background:

SR1522189785 - Informal bids received on April 2, 2025 for INF-2025-0090 – Approve an award in an amount not to exceed \$23,400.00 for the purchase of Embroidery Machines from HMT Services Corporation for the Houston Public Library.

Specific Explanation:

The Director of the Houston Public Library Department and the Chief Procurement Officer recommend that City Council approve the purchase of three (3) Embroidery Machines, in the total amount of **\$23,400.00**, awarded to **HMT Services Corporation** for the Houston Public Library.

Embroidery machines are primarily used to apply decorative designs to fabric, offering precise stitching and intricate patterns. They can also create custom monograms, add decorative elements, do appliqué work, and even quilt.

The Houston Public Library uses embroidery machines for digital embroidery design, programming, and creating unique designs. They offer workshops where library members can learn to create digital embroidery designs, program them, and embroider with the automated embroidery machine.

This project was advertised in accordance with the requirements of the State of Texas bid laws, as a result, thirteen (13) bids were received as outlined below:

Supplier

Amount

US Product Distributor Inc	\$23,083.50
h.m.t. Services Corporation	\$23,400.00 – Meets scope of work requirements.
Kaptain Bailey Consulting	\$24,600.00
SCM CONSULTANTS INC	\$24,984.00
AQSS	\$25,455.00

AMG SUPPLY LLC	\$28,500.00
ATViroTech Inc	\$29,352.96
Bevco	\$29,484.00
Patricia Tech Supply & Service	\$30,000.00
Hadron Engineering Services LLC	\$31,080.00
Valmark Energy LLC	\$31,500.00
Wrigglesworth Enterprises, Inc.	\$34,466.85
Kinetic Motorwerks, LLC	\$38,250.00

The HMT Services Corporation has already received \$48,108.85 for other goods and/or services in the current fiscal year. The issuance of this purchase order to this vendor will exceed the aggregate \$50,000.00 spending threshold for this fiscal year. Therefore, this procurement requires Council action.

M/WBE Participation:

This procurement is exempt from the City's M/WBE subcontracting as the total project expenditure does not exceed the \$100,000.00 City's threshold.

Hire Houston First:

HMT Services Corporation does not meet the requirements for HHF designation, no HHF firms were within five percent.

Fiscal Note:

Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield
Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority

Estimated Spending Authority			
DEPARTMENT	FY2025	OUT YEARS	TOTAL
Houston Public Library (HPL)	\$23,400.00	\$ 0.00	\$23,400.00

Amount and Source of Funding:

\$ 23,400.00 – General Fund (1000)

Contact Information:

Name	Dept/Division	Phone No.:
Kody Allred, Senior Staff Analyst	Finance/SPD	(832) 393-8730
Yesenia Chuca, Deputy Assistant Director	Finance/SPD	(832) 393-8727

Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 5/9/2025

SR1522189785 – Embroidery Machines (H.M.T. Services Corporation) – MOTION

Agenda Item#:

Background:

SR1522189785 - Informal bids received on April 2, 2025 for INF-2025-0090 – Approve an award in an amount not to exceed \$23,400.00 for the purchase of Embroidery Machines from HMT Services Corporation for the Houston Public Library.

Specific Explanation:

The Director of the Houston Public Library Department and the Chief Procurement Officer recommend that City Council approve the purchase of three (3) Embroidery Machines, in the total amount of **\$23,400.00**, awarded to **HMT Services Corporation** for the Houston Public Library.

Embroidery machines are primarily used to apply decorative designs to fabric, offering precise stitching and intricate patterns. They can also create custom monograms, add decorative elements, do appliqué work, and even quilt.

The Houston Public Library uses embroidery machines for digital embroidery design, programming, and creating unique designs. They offer workshops where library members can learn to create digital embroidery designs, program them, and embroider with the automated embroidery machine.

This project was advertised in accordance with the requirements of the State of Texas bid laws, as a result, thirteen (13) bids were received as outlined below:

<u>Supplier</u>	<u>Amount</u>
US Product Distributor Inc	\$23,083.50
h.m.t. Services Corporation	\$23,400.00 – Meets scope of work requirements.
Kaptain Bailey Consulting	\$24,600.00
SCM CONSULTANTS INC	\$24,984.00
AQSS	\$25,455.00
AMG SUPPLY LLC	\$28,500.00
ATViroTech Inc	\$29,352.96
Bevco	\$29,484.00
Patricia Tech Supply & Service	\$30,000.00
Hadron Engineering Services LLC	\$31,080.00
Valmark Energy LLC	\$31,500.00
Wrigglesworth Enterprises, Inc.	\$34,466.85
Kinetic Motorwerks, LLC	\$38,250.00

The HMT Services Corporation has already received \$48,108.85 for other goods and/or services in the current fiscal year. The issuance of this purchase order to this vendor will exceed the aggregate \$50,000.00 spending threshold for this fiscal year. Therefore, this procurement requires Council action.

M/WBE Participation:


This procurement is exempt from the City's M/WBE subcontracting as the total project expenditure does not exceed the \$100,000.00 City's threshold.

Hire Houston First:

HMT Services Corporation does not meet the requirements for HHF designation, no HHF firms were within five percent.

Fiscal Note:

Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield
Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority

Estimated Spending Authority			
DEPARTMENT	FY2025	OUT YEARS	TOTAL
Houston Public Library (HPL)	\$23,400.00	\$ 0.00	\$23,400.00

Amount and Source of Funding:

\$ 23,400.00 – General Fund (1000)

Contact Information:

Name	Dept/Division	Phone No.:
Kody Allred, Senior Staff Analyst	Finance/SPD	(832) 393-8730
Yesenia Chuca, Deputy Assistant Director	Finance/SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description

Certification of Funds
Conflict of Interest
Ownership Form Information
Bid Tab
Scope of Work
Tax Report

Type

Financial Information
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0034 - Mechanical Seals (Abacus Quality System Services, Inc.) - MOTION

Agenda Item#: 9.

Summary:

ABACUS QUALITY SYSTEM SERVICES, INC for Purchase of a Mechanical Seal Assembly for Houston Public Works - \$5,977.99 - Enterprise Fund

Background:

Informal Bid INF-2025-0034 – Approve the purchase of a mechanical seal assembly from Abacus Quality System Services, Inc. in the total amount of \$5,977.99 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of a mechanical seal assembly from **Abacus Quality System Services, Inc.** in the total amount of **\$5,977.99** for Houston Public Works.

This is for the purchase of one (1) mechanical seal assembly. A mechanical seal prevents fluid or gas leakage in rotating equipment, such as pumps, mixers, compressors, and agitators. It is installed between the rotating shaft and the stationary housing to create a barrier that prevents the contents (often chemicals, oils, or other fluids) from escaping, ensuring the system operates safely and efficiently. The seal provides the integrity of a system's internal pressures, temperatures, and fluid dynamics, allowing the equipment to operate within designed parameters.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. Abacus Quality System Services, Inc. has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. One (1) bid was received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. Abacus Quality System Services, Inc.	\$5,977.99

Abacus Quality System Services, Inc. : Award for their low bid meeting specifications in the total amount of \$5,977.99

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, Abacus Quality System Services, Inc. does not meet the requirements of the HHF designation, and no designated bidders were within five percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randy Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$5,977.99	\$0	\$5,977.99

Amount and Source of Funding:

\$5,977.99.00

Water and Sewer System Operating Fund

Fund No: 8300

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:**Description**

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0034 - Mechanical Seals (Abacus Quality System Services, Inc.) - MOTION

Agenda Item#: 18.

Summary:

MSC PLACEHOLDER - NOT A REAL CAPTION

INF-2025-0034 - Mechanical Seals (Abacus Quality System Services, Inc.) - MOTION

Background:

Informal Bid INF-2025-0034 – Approve the purchase of a mechanical seal assembly from Abacus Quality System Services, Inc. in the total amount of \$5,977.99 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of a mechanical seal assembly from **Abacus Quality System Services, Inc.** in the total amount of **\$5,977.99** for Houston Public Works.

This is for the purchase of one (1) mechanical seal assembly. A mechanical seal prevents fluid or gas leakage in rotating equipment, such as pumps, mixers, compressors, and agitators. It is installed between the rotating shaft and the stationary housing to create a barrier that prevents the contents (often chemicals, oils, or other fluids) from escaping, ensuring the system operates safely and efficiently. The seal provides the integrity of a system's internal pressures, temperatures, and fluid dynamics, allowing the equipment to operate within designed parameters.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. Abacus Quality System Services, Inc. has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. One (1) bid was received as outlined below:

Company

Total

Amount

1. Abacus Quality System Services, Inc.

\$5,977.99

Abacus Quality System Services, Inc.: Award for their low bid meeting specifications in the total amount of \$5,977.99

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, Abacus Quality System Services, Inc. does not meet the requirements of the HHF designation, and no designated bidders were within five percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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5/15/2025

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Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randy Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$5,977.99	\$0	\$5,977.99

Amount and Source of Funding:

\$5,977.99.00

Water and Sewer System Operating Fund
Fund No: 8300

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District H, District J

Item Creation Date: 5/12/2025

SR1544690038 - Residential Demolition Services - MOTION

Agenda Item#: 10.

Summary:

APPROVE spending authority in an amount not to exceed \$53,967.00 for Purchase of Residential Demolition Services for Houston Public Works through the Choice Partners Purchasing Cooperative supplier, **ERC ENVIRONMENTAL & CONSTRUCTION SERVICES, INC** - Grant Fund

Background:

SR1544690038 - Approve spending authority in an amount not to exceed \$53,967.00 for the purchase of residential demolition services from ERC Environmental & Construction Services, Inc., through the Choice Partners purchasing cooperative agreement, for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works and the Chief Procurement Officer recommend that City Council approve spending authority not to exceed **\$53,967.00** for the purchase of residential demolition services at two (2) specific locations, through the Choice Partners Purchasing Cooperative supplier **ERC Environmental & Construction Services, Inc.**, for Houston Public Works. The professional services in this procurement include demolition and project management services at two (2) vacant single-family units located at 1 Hideaway Circle, Houston, TX 77074, and 2400 Julian St - Unit 16, Houston, TX 77009. The estimated project time for each residence is five (5) working days.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

MWBE Subcontracting:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

Hire Houston First does not apply to this expenditure because it involves the use of federal funds and is subject to specific procurement rules of the federal government.

Fiscal Note:

No Fiscal Note is required on grant items.

Jedediah Greenfield
Chief Procurement Officer

Randall V. Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$53,967.00	\$0	\$53,967.00

Amount and Source of Funding:

\$53,967.00 – Fed/Local/State Pass Fund (5030)

Contact Information:

Name	Dept/Division	Phone No.:
Kody Allred, Senior Staff Analyst	Finance/SPD	(832) 393-8730
Yesenia Chuca, Deputy Assistant Director	Finance/SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-0120

Candace Campbell, Assistant Director	Finance/SPD	(832) 393-9126
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description

Signed coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:
District H, District J
Item Creation Date: 5/12/2025

SR1544690038 - Residential Demolition Services - MOTION

Agenda Item#:

Background:

SR1544690038 - Approve spending authority in an amount not to exceed \$53,967.00 for the purchase of residential demolition services from ERC Environmental & Construction Services, Inc., through the Choice Partners purchasing cooperative agreement, for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works and the Chief Procurement Officer recommend that City Council approve spending authority not to exceed **\$53,967.00** for the purchase of residential demolition services at two (2) specific locations, through the Choice Partners Purchasing Cooperative supplier **ERC Environmental & Construction Services, Inc.**, for Houston Public Works.

The professional services in this procurement include demolition and project management services at two (2) vacant single-family units located at 1 Hideaway Circle, Houston, TX 77074, and 2400 Julian St - Unit 16, Houston, TX 77009. The estimated project time for each residence is five (5) working days.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services."

MWBE Subcontracting:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

Hire Houston First does not apply to this expenditure because it involves the use of federal funds and is subject to specific procurement rules of the federal government.

Fiscal Note:

No Fiscal Note is required on grant items.

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Jedediah Greenfield
Chief Procurement Officer

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Randall V. Macchi, Director
Houston Public Works

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Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$53,967.00	\$0	\$53,967.00

Amount and Source of Funding:

\$53,967.00 – Fed/Local/State Pass Fund (5030)

Contact Information:

Name	Dept/Division	Phone No.:
Kody Allred, Senior Staff Analyst	Finance/SPD	(832) 393-8730
Yesenia Chuca, Deputy Assistant Director	Finance/SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description

Conflict of Interest
COF
HPW Justification Form
Signed Justification Form
Ownership Form
Supplier Proposal/Quote
Tax Report

Type

Backup Material
Financial Information
Backup Material
Backup Material
Backup Material
Backup Material
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/6/2025

Doc1208861223.A1-Galvanized Bauer Pipe and Fittings(eWorld Innovative Solutions LLC)-MOTION

Agenda Item#: 11.

Summary:

AMEND MOTION #2025-0203, 03/26/25, TO INCREASE spending authority from \$178,884.90 to \$218,239.80 for Purchase of Galvanized Bauer Pipe and Fittings for Houston Public Works, awarded to **eWORLD INNOVATIVE SOLUTIONS, LLC** - Enterprise Fund

Background:

Doc1208861223.A1-Amend Council Motion No. 2025-0203, passed March 26, 2025, to increase the spending authority from \$178,884.90 to \$218,239.80 for the purchase of galvanized Bauer pipe and fittings awarded to eWorld Innovative Solutions, LLC, for Houston Public Works.

Specific Explanation:

The Chief Procurement Officer and the Director of Houston Public Works (HPW) recommend that City Council amend Council Motion No. 2025-0203 to increase the spending authority from **\$178,884.90 to \$218,239.80** for the purchase of galvanized Bauer pipe and fittings awarded to **eWorld Innovative Solutions, LLC**, for HPW. The price increase is a result of rising costs of raw materials due to the recent volatility in the market.

This purchase consists of various sizes of galvanized Bauer pipes and fittings to be utilized in emergency bypass procedures in the City of Houston's wastewater lift stations, where accessing manholes may present challenges. The primary purpose and usage of the Bauer pipes and fittings are to increase the City's ability to promptly respond to critical situations and quickly connect and send flow to the bypassed areas, preventing Texas Commission of Environmental Quality (TCEQ) violations and fines. This is a one-time purchase.

This project was advertised in accordance with the requirements of the State of Texas bid laws.

MWBE Participation:

A Zero percentage goal was approved by the Office of Business Opportunity.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randall V. Macchi, Director
Houston Public Works

Estimated Spending Authority:

Department	FY25	Out-Years	Total Amount
Houston Public Works	\$39,354.90	\$0.00	\$39,354.90

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Prior Council Action:

Council Motion - 2025-0203 approved by City Council, March 26, 2025

Prior Council Action:

Council Motion No. 2025-0203, passed March 26, 2025

Amount and Source of Funding:

\$39,354.90 – Water and Sewer System Operating Fund (8300)

Contact Information:

Erika Lawton, Division Manager	Finance/SPD	(832) 395-2833
Brian Blum, Assistant Director	HPW/PFW	(832) 395-2717
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description

Signed coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/6/2025

Doc1208861223.A1-Galvanized Bauer Pipe and Fittings(eWorld Innovative Solutions LLC)-MOTION

Agenda Item#: 14.

Summary:

NOT A REAL CAPTION

MOTION to Amend Council Motion No. 2025-0203, passed March 26, 2025, to increase the spending authority from \$178,884.90 to \$218,239.80 for the purchase of galvanized Bauer pipe and fittings awarded to **EWORLD INNOVATIVE SOLUTIONS, LLC**, for Houston Public Works.

Background:

Doc1208861223.A1-Amend Council Motion No. 2025-0203, passed March 26, 2025, to increase the spending authority from \$178,884.90 to \$218,239.80 for the purchase of galvanized Bauer pipe and fittings awarded to eWorld Innovative Solutions, LLC, for Houston Public Works.

Specific Explanation:

The Chief Procurement Officer and the Director of Houston Public Works (HPW) recommend that City Council amend Council Motion No. 2025-0203 to increase the spending authority from **\$178,884.90 to \$218,239.80** for the purchase of galvanized Bauer pipe and fittings awarded to **eWorld Innovative Solutions, LLC**, for HPW. The price increase is a result of rising costs of raw materials due to the recent volatility in the market.

This purchase consists of various sizes of galvanized Bauer pipes and fittings to be utilized in emergency bypass procedures in the City of Houston's wastewater lift stations, where accessing manholes may present challenges. The primary purpose and usage of the Bauer pipes and fittings are to increase the City's ability to promptly respond to critical situations and quickly connect and send flow to the bypassed areas, preventing Texas Commission of Environmental Quality (TCEQ) violations and fines. This is a one-time purchase.

This project was advertised in accordance with the requirements of the State of Texas bid laws.

MWBE Participation:

A Zero percentage goal was approved by the Office of Business Opportunity.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer

Finance/Strategic Procurement Division

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Randall V. Macchi, Director

Houston Public Works

DS

Estimated Spending Authority:

Department	FY25	Out-Years	Total Amount
Houston Public Works	\$39,354.90	\$0.00	\$39,354.90

Prior Council Action:

Council Motion - 2025-0203 approved by City Council, March 26, 2025

Prior Council Action:

Council Motion No. 2025-0203, passed March 26, 2025

Amount and Source of Funding:

\$39,354.90 – Water and Sewer System Operating Fund (8300)

Contact Information:

Contact Information:

Erika Lawton, Division Manager	Finance/SPD	(832) 395-2833
Brian Blum, Assistant Director	HPW/PFW	(832) 395-2717
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description	Type
Doc1208861223 - Original RCA	Backup Material
Doc1208861223 - MOTION 2025-0203	Backup Material
Doc1208861223 - Revised Quote	Backup Material
Doc1208861223 - Final COF	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/1/2025

ITB-2025-0013 - Various Types and Sizes of Valves
(Freedom Waterworks, Inc.) - MOTION

Agenda Item#: 12.

Summary:

FREEDOM WATERWORKS for Furnish and Deliver Various Types of Valves and Accessories for Houston Public Works - \$116,631.54 - Enterprise Fund

Background:

Formal Bids received April 3, 2025 for (S92-ITB-2025-0013) - Approve an award to Freedom Waterworks, Inc., in the total amount of \$116,631.54 to furnish and deliver various types of valves and accessories for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that the City Council approve an award to **Freedom Waterworks, Inc.** in the total amount of **\$116,631.54** to furnish and deliver various types of valves and accessories for HPW.

This is for the purchase of twenty-four (24) gate valves, sixteen (16) check valves, and six (6) air valves and accessories, for HPW's Drinking Water Operations. The valves will be stored in the Drinking Water Operations warehouse and used as needed to replace existing valves to facilitate the repair and upkeep of groundwater distribution and ensure the uninterrupted supply of clean water to the community. This is a one-time purchase.

The project was advertised in accordance with the requirements of the State of Texas bid laws, and as a result, twelve (12) bids were received.

	<u>Company</u>	<u>Total Amount</u>	
1.	Unimech Flow, Inc.	\$ 26,419.04	(non-responsive)
2.	DC Export, LLC	\$ 49,794.00	(non-responsive)
3.	Freedom Waterworks, Inc.	\$116,631.54	
4.	Kinetic Motorwerks, LLC	\$126,977.28	
5.	Bevco Company, Inc.	\$131,086.70	
6.	Ferguson Waterworks	\$131,283.88	
7.	Coburn Supply Company, Inc.	\$133,200.00	
8.	City Supply Company, Inc.	\$153,594.00	

9.	LG Engineering Corp.	\$172,842.16
10.	Integral Logistic Corp.	\$177,700.00
11.	WayMaker Enterprise, LLC	\$201,280.92
12.	United Steelex FZE	\$248,872.00

M/WBE Participation:

A Zero percentage goal was approved by the Office of Business Opportunity.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, Freedom Waterworks, Inc. does not meet the requirements for HHF designation; no HHF firms were within three percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randall V. Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$ 116,631.54	\$ 0.00	\$ 116,631.54

Amount and Source of Funding:

\$116,631.54 – Water and Sewer System Operating Fund (8300)

Contact Information:

Erika Lawton, Division Manager	Finance/SPD (832) 395-2833
Brian Blum, Assistant Director	HPW/PFW (832) 395-2717
Candice Gambrell, Assistant Director	Finance/SPD (832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD (832) 393-9126

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/1/2025

ITB-2025-0013 - Various Types and Sizes of Valves (Freedom Waterworks, Inc.) -
MOTION

Agenda Item#: 6.

Background:

Formal Bids received April 3, 2025 for (\$92-ITB-2025-0013) - Approve an award to Freedom Waterworks, Inc., in the total amount of \$116,631.54 to furnish and deliver various types of valves and accessories for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that the City Council approve an award to **Freedom Waterworks, Inc.** in the total amount of **\$116,631.54** to furnish and deliver various types of valves and accessories for HPW.

This is for the purchase of twenty-four (24) gate valves, sixteen (16) check valves, and six (6) air valves and accessories, for HPW's Drinking Water Operations. The valves will be stored in the Drinking Water Operations warehouse and used as needed to replace existing valves to facilitate the repair and upkeep of groundwater distribution and ensure the uninterrupted supply of clean water to the community. This is a one-time purchase.

The project was advertised in accordance with the requirements of the State of Texas bid laws, and as a result, twelve (12) bids were received.

<u>Company</u>	<u>Total Amount</u>	
1. Unimech Flow, Inc.	\$ 26,419.04	(non-responsive)
2. DC Export, LLC	\$ 49,794.00	(non-responsive)
3. Freedom Waterworks, Inc.	\$116,631.54	
4. Kinetic Motorwerks, LLC	\$126,977.28	
5. Bevco Company, Inc.	\$131,086.70	
6. Ferguson Waterworks	\$131,283.88	
7. Coburn Supply Company, Inc.	\$133,200.00	
8. City Supply Company, Inc.	\$153,594.00	
9. LG Engineering Corp.	\$172,842.16	
10. Integral Logistic Corp.	\$177,700.00	
11. WayMaker Enterprise, LLC	\$201,280.92	
12. United Steelex FZE	\$248,872.00	

M/WBE Participation:

A Zero percentage goal was approved by the Office of Business Opportunity.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, Freedom Waterworks, Inc. does not meet the requirements for HHF designation; no HHF firms were within three percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

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Randall V. Macchi, Director
Houston Public Works

DS

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$ 116,631.54	\$ 0.00	\$ 116,631.54

Amount and Source of Funding:

\$116,631.54 – Water and Sewer System Operating Fund (8300)

Contact Information:

Erika Lawton, Division Manager	Finance/SPD (832) 395-2833
Brian Blum, Assistant Director	HPW/PFW (832) 395-2717
Candice Gambrell, Assistant Director	Finance/SPD (832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD (832) 393-9126

ATTACHMENTS:

Description	Type
BID TABULATION	Backup Material
OWNERSHIP INFORMATION FORM	Backup Material
M/WBE WAIVER	Backup Material
CONFLICT OF INTEREST QUESTIONNAIRE	Backup Material
TAX STATEMENT	Backup Material
FORM 1295	Backup Material
CERTIFICATE OF FUNDS	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0086 - Air Compressor Dryer (h.m.t. Service Corporation) - MOTION

Agenda Item#: 13.

Summary:

h.m.t. SERVICE CORPORATION for Purchase of Air Compressor Dryer for Houston Public Works - \$26,300.00 - Enterprise Fund

Background:

Informal Bid INF-2025-0086 – Approve the purchase of an air compressor dryer from h.m.t. Service Corporation in the total amount of \$26,300.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of an air compressor dryer from **h.m.t. Service Corporation** in the total amount of **\$26,300.00** for Houston Public Works (HPW).

This is for the purchase of one (1) air compressor dryer. The air compressor dryer removes moisture in the compressed air stream to effectively remove wastewater contaminants. The desiccant absorbs the water vapors as the air flows upwards through the tower, and the compressed air is dried.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. h.m.t. Service Corporation has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. three (3) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. Hadron Engineering Services	\$9,000.00 (non-responsive)
2. h.m.t. Service Corporation	\$26,300.00
3. AQSS	\$38,390.00

h.m.t. Service Corporation: Award for their low bid meeting specifications in the total amount of \$26,300.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold. However, the selected vendor is a

certified MBE vendor.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, h.m.t. Service Corporation does not meet the requirements of the HHF designation, and no designated bidders were within five percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randy Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$26,300.00	\$0	\$26,300.00

Amount and Source of Funding:

\$26,300.00

Combined Utility System Gen Pur Fund

Fund No.: 8305

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0086 - Air Compressor Dryer (h.m.t. Service Corporation) - MOTION

Agenda Item#: 13.

Summary:

h.m.t. SERVICE CORPORATION for Purchase of Air Compressor Dryer for Houston Public Works - \$26,300.00 - Enterprise Fund

Background:

Informal Bid INF-2025-0086 – Approve the purchase of an air compressor dryer from h.m.t. Service Corporation in the total amount of \$26,300.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of an air compressor dryer from **h.m.t. Service Corporation** in the total amount of **\$26,300.00** for Houston Public Works (HPW).

This is for the purchase of one (1) air compressor dryer. The air compressor dryer removes moisture in the compressed air stream to effectively remove wastewater contaminants. The desiccant absorbs the water vapors as the air flows upwards through the tower, and the compressed air is dried.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. h.m.t. Service Corporation has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. three (3) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. Hadron Engineering Services	\$9,000.00 (non-responsive)
2. h.m.t. Service Corporation	\$26,300.00
3. AQSS	\$38,390.00

h.m.t. Service Corporation: Award for their low bid meeting specifications in the total amount of \$26,300.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold. However, the selected vendor is a certified MBE vendor.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, h.m.t. Service Corporation does not meet the requirements of the HHF designation, and no designated bidders were within five percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer
 Finance/Strategic Procurement Division

Randy Macchi, Director
 Houston Public Works

Estimated Spending Authority

<u>Department</u>	<u>FY2025</u>	<u>Out Years</u>	<u>Total</u>
Houston Public Works	\$26,300.00	\$0	\$26,300.00

Amount and Source of Funding:

\$26,300.00

Combined Utility System Gen Pur Fund

Fund No.: 8305

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description	Type
Ownership Form	Backup Material
Tax Report	Backup Material
Conflict of Interest Form	Backup Material
Bid Tab	Backup Material
Certification of Funds	Financial Information
Funding Verification	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0026 - Hydraulic Puller (h.m.t. Service Corporation) - MOTION

Agenda Item#: 14.

Summary:

h.m.t. SERVICE CORPORATION for Purchase of 55-ton Universal Hydraulic Puller for Houston Public Works - \$27,860.00 - Enterprise Fund

Background:

Informal Bid INF-2025-0026 – Approve the purchase of a 55-ton universal hydraulic puller from h.m.t. Service Corporation in the total amount of \$27,860.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of a 55-ton universal hydraulic puller from **h.m.t. Service Corporation** in the total amount of **\$27,860.00** for Houston Public Works.

This is for the purchase of one (1) 55-ton universal hydraulic puller. The hydraulic puller will provide employees with quick and efficient removal of gears, bearings, pulleys, and other significant components, reducing the time required for jobs compared to manual methods.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. h.m.t. Service Corporation has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Seven (7) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. h.m.t. Service Corporation	\$27,860.00
2. Procurement Equipment	\$30,858.00
3. Technology International	\$30,900.00
4. US Product Distributors Inc.	\$30,998.98
5. Patricia Tech Supply	\$31,500.00
6. Motion Industries Inc	\$36,899.14
7. Wrigglesworth Enterprises	\$40,272.77

h.m.t. Service Corporation: Award for their low bid meeting specifications in the total amount of

\$27,860.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold. However, the selected vendor is a certified MBE vendor.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, h.m.t. Service Corporation does not meet the requirements of the HHF designation, and no designated bidders were within five percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randy Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$27,860.00	\$0	\$27,860.00

Amount and Source of Funding:

\$27,860.00

Combined Utility System Gen Pur Fund

Fund No.: 8305

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description

Signed coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0026 - Hydraulic Puller (h.m.t. Service Corporation) - MOTION

Agenda Item#: 8.

Summary:

NOT A REAL CAPTION

Approve the purchase of a 55-ton universal hydraulic puller from **h.m.t. SERVICE CORPORATION** in the total amount of \$27,860.00 for Houston Public Works.

Background:

Informal Bid INF-2025-0026 – Approve the purchase of a 55-ton universal hydraulic puller from h.m.t. Service Corporation in the total amount of \$27,860.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of a 55-ton universal hydraulic puller from **h.m.t. Service Corporation** in the total amount of **\$27,860.00** for Houston Public Works.

This is for the purchase of one (1) 55-ton universal hydraulic puller. The hydraulic puller will provide employees with quick and efficient removal of gears, bearings, pulleys, and other significant components, reducing the time required for jobs compared to manual methods.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. h.m.t. Service Corporation has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Seven (7) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. h.m.t. Service Corporation	\$27,860.00
2. Procurement Equipment	\$30,858.00
3. Technology International	\$30,900.00
4. US Product Distributors Inc.	\$30,998.98
5. Patricia Tech Supply	\$31,500.00
6. Motion Industries Inc	\$36,899.14
7. Wigglesworth Enterprises	\$40,272.77

h.m.t. Service Corporation: Award for their low bid meeting specifications in the total amount of \$27,860.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold. However, the selected vendor is a certified MBE vendor.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, h.m.t. Service Corporation does not meet the requirements of the HHF designation, and no designated bidders were within five percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

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Randy Macchi, Director
Houston Public Works

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Estimated Spending Authority

<u>Department</u>	<u>FY2025</u>	<u>Out Years</u>	<u>Total</u>
Houston Public Works	\$27,860.00	\$0	\$27,860.00

Amount and Source of Funding:

\$27,860.00
Combined Utility System Gen Pur Fund
Fund No.: 8305

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description	Type
Ownership Form	Backup Material
Tax Report	Backup Material
Conflict of Interest Form	Backup Material
Bid Tab	Backup Material
MBE Certification	Backup Material
Certification of Funds	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/8/2025

SR1549875541 – Upgrades and Maintenance Services.
(Moravec Labs, LLC dba Dymaptic) - MOTION

Agenda Item#: 15.

Summary:

MORAVEC LABS, LLC dba DYMAPTIC for Purchase of Upgrades and Maintenance Services for Houston Public Works - \$4,431,636.00 - 3 Years - Enterprise Fund

Background:

SR1549875541 – Approve the purchase of upgrades and maintenance services in the total amount of \$4,431,636,00 through The Interlocal Purchasing System (TIPS) supplier, for a 3-year term for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works and the Chief Procurement Officer recommend that City Council approve the purchase of upgrades and maintenance services in the total amount of **\$4,431,636,00** through The Interlocal Purchasing System (TIPS) supplier, **Moravec Labs, LLC dba Dymaptic** for a **3-year term** for Houston Public Works (HPW).

This procurement is for upgrades and maintenance services to support HPW's current enterprise Geospatial infrastructure, including servers, applications, and databases. The scope of work includes system upgrades and maintenance for key platforms such as ArcGIS monitor, as well as updates for all Esri, VertiGIS, CityWorks, cGIS, and other GIS-related software and infrastructure.

In addition, the vendor will maintain and update several custom-built applications and scripts that were previously developed for HPW. These include tools for Plot Tracker, Traffic Counts, Emergency Management, Adopt-a-Drain, the 311 App, and the Water Leak App.

The selected vendor was the original subcontractor responsible for the design, implementation, and customization of these systems. With their expertise in the system architecture and codebase, the vendor is well-positioned to continue supporting the systems effectively.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services".

M/WBE Participation:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal/Cooperative purchasing Agreement for this purchase.

Fiscal Note:

Funding for this item is included in the FY2025 adopted budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randall V. Macchi, Director
Houston Public Works

Estimated Spending Authority			
Department	FY2025	Out Years	Total
Houston Public Works	\$250,000.00	\$4,181,636.00	\$4,431,636.00

Amount and Source of Funding:

\$4,431,636.00 – Water & Sewer System Operation Fund (8300)

Contact Information:

Name	Dept/Division	Phone No.:
Kody Allred, Senior Staff Analyst	Finance/SPD	(832) 393-8730
Yesenia Chuca, Deputy Assistant Director	Finance/SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/8/2025

SR1549875541 – Upgrades and Maintenance Services. (Moravec Labs, LLC dba Dymaptic) - MOTION

Agenda Item#: 7.

Background:

SR1549875541 – Approve the purchase of upgrades and maintenance services in the total amount of \$4,431,636.00 through The Interlocal Purchasing System (TIPS) supplier, for a 3-year term for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works and the Chief Procurement Officer recommend that City Council approve the purchase of upgrades and maintenance services in the total amount of **\$4,431,636.00** through The Interlocal Purchasing System (TIPS) supplier, **Moravec Labs, LLC dba Dymaptic** for a **3-year term** for Houston Public Works (HPW).

This procurement is for upgrades and maintenance services to support HPW's current enterprise Geospatial infrastructure, including servers, applications, and databases. The scope of work includes system upgrades and maintenance for key platforms such as ArcGIS monitor, as well as updates for all Esri, VertiGIS, CityWorks, cGIS, and other GIS-related software and infrastructure.

In addition, the vendor will maintain and update several custom-built applications and scripts that were previously developed for HPW. These include tools for Plot Tracker, Traffic Counts, Emergency Management, Adopt-a-Drain, the 311 App, and the Water Leak App.

The selected vendor was the original subcontractor responsible for the design, implementation, and customization of these systems. With their expertise in the system architecture and codebase, the vendor is well-positioned to continue supporting the systems effectively.

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services".

M/WBE Participation:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal/Cooperative purchasing Agreement for this purchase.

Fiscal Note:

Funding for this item is included in the FY2025 adopted budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer
 Finance/Strategic Procurement Division

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Randall V. Macchi, Director
 Houston Public Works

DS

Estimated Spending Authority			
Department	FY2025	Out Years	Total
Houston Public Works	\$250,000.00	\$4,181,636.00	\$4,431,636.00

Amount and Source of Funding:

\$4,431,636.00 – Water & Sewer System Operation Fund (8300)

Contact Information:

Name	Dept/Division	Phone No.:
Kody Allred, Senior Staff Analyst	Finance/SPD	(832) 393-8730
Yesenia Chuca, Deputy Assistant Director	Finance/SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance/SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description	Type
CERTIFICATE OF FUNDS	Financial Information
CONFLICT OF INTEREST	Backup Material
CONTRACT STATUS	Backup Material
JUSTIFICATION FORM	Backup Material
MWBE WAIVER	Backup Material
OWNERSHIP INFROMATION FORM	Backup Material
QUOTE	Backup Material
TAX REPORT	Backup Material
TIPS CONTRACT	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0097 - Gatorbar Fiberglass Rebar (Patricia Tech Supply & Service) - MOTION

Agenda Item#: 16.

Summary:

PATRICIA TECH SUPPLY & SERVICES for Purchase of Gatorbar Fiberglass Rebar for Houston Public Works - \$22,134.00 - Enterprise Fund

Background:

Informal Bid INF-2025-0097 – Approve the purchase of Gatorbar Fiberglass Rebar from Patricia Tech Supply & Service in the total amount of \$22,134.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of 2,100 Gatorbar Fiberglass Rebar from **Patricia Tech Supply & Service** in the total amount of **\$22,134.00** for Houston Public Works.

This is for the purchase of 2,100 #4, ½-inch X 20-inch gator bar fiberglass rebar. Rebar increases the tensile strength of concrete, helping it withstand bending, torsion, and shearing forces. It also prevents cracking and helps control where and how much concrete cracks.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. Patricia Tech Supply & Service has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Three (3) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. Patricia Tech Supply & Service	\$22,134.00
2. AQSS	\$22,911.00
3. Hadron Engineering Services	\$22,995.00

Patricia Tech Supply & Service: Award for their low bid meeting specifications in the total amount of \$22,134.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, Patricia Tech Supply & Service is a designated HHF company, but they were the successful awardee without application of the HHF preference.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randy Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$22,134.00	\$0	\$22,134.00

Amount and Source of Funding:

\$22,134.00
Water and Sewer Operating Fund
Fund No.: 8300

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description	Type
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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0060 - Ignitors (SCM Consultants Inc.) -
MOTION

Agenda Item#: 17.

Summary:

SCM CONSULTANTS INC for Purchase of Burner Ignitors for Houston Public Works - \$30,396.00 - Enterprise Fund

Background:

Informal Bid INF-2025-0060 – Approve the purchase of burner ignitors from SCM Consultants Inc. in the total amount of \$30,396.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of four (4) burner ignitors from **SCM Consultants Inc.** in the total amount of **\$30,396.00** for Houston Public Works.

This is for the purchase of four (4) burner ignitors. Burner ignitors are a critical part of the flash drying system as they are used to light the burners in the furnace that provide heat to the dryers. Most of the existing burner ignitors are old and need to be replaced.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. SCM Consultants Inc. has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Two (2) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. SCM Consultants Inc.	\$30,396.00
2. Hardon Engineering Services	\$34,000.00

SCM Consultants Inc. : Award for their low bid meeting specifications in the total amount of \$30,396.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, SCM Consultants Inc. is a designated HHF company, but they were the successful awardee without application of the HHF preference.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randy Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$30,396.00	\$0	\$30,396.00

Amount and Source of Funding:

\$30,396.00

Combined Utility System Gen Pur Fund

Fund No.: 8305

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:**Description**

Signed coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0060 - Ignitors (SCM Consultants Inc.) - MOTION

Agenda Item#: 12.

Summary:

NOT A REAL CAPTION

Approve the purchase of burner ignitors from **SCM CONSULTANTS INC.** in the total amount of \$30,396.00 for Houston Public Works.

Background:

Informal Bid INF-2025-0060 – Approve the purchase of burner ignitors from SCM Consultants Inc. in the total amount of \$30,396.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of four (4) burner ignitors from **SCM Consultants Inc.** in the total amount of **\$30,396.00** for Houston Public Works.

This is for the purchase of four (4) burner ignitors. Burner ignitors are a critical part of the flash drying system as they are used to light the burners in the furnace that provide heat to the dryers. Most of the existing burner ignitors are old and need to be replaced.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. SCM Consultants Inc. has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Two (2) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. SCM Consultants Inc.	\$30,396.00
2. Hardon Engineering Services	\$34,000.00

SCM Consultants Inc.: Award for their low bid meeting specifications in the total amount of \$30,396.00

MWBE Participation:

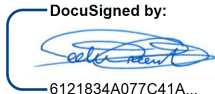
This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

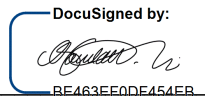
The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, SCM Consultants Inc. is a designated HHF company, but they were the successful awardee without application of the HHF preference.

Fiscal Note:

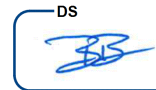
Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer
 Finance/Strategic Procurement Division

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Randy Macchi, Director
 Houston Public Works

DS


Estimated Spending Authority

<u>Department</u>	<u>FY2025</u>	<u>Out Years</u>	<u>Total</u>
Houston Public Works	\$30,396.00	\$0	\$30,396.00

Amount and Source of Funding:

\$30,396.00

Combined Utility System Gen Pur Fund

Fund No.: 8305

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description	Type
Ownership Form	Backup Material
Tax Report	Backup Material
Conflict of Interest Form	Backup Material
HHF Certification	Backup Material
Certification of Funds	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0101 - Glass Beads (Trantex Transportation Products of Texas Inc.) - MOTION

Agenda Item#: 18.

Summary:

TRANTEX TRANSPORTATION PRODUCTS OF TEXAS INC for Purchase of Glass Beads for Houston Public Works - \$12,000.00 - Special Revenue Fund

Background:

Informal Bid INF-2025-0101 – Approve the purchase of glass beads from Trantex Transportation Products of Texas Inc. in the total amount of \$12,000.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of glass beads from **Trantex Transportation Products of Texas Inc.** in the total amount of **\$12,000.00** for Houston Public Works.

This is for the purchase of 10,000 pounds of type II glass beads. The purpose of Type II glass beads is to enhance the visibility of pavement markings by reflecting light from vehicle headlights, especially during nighttime or low-light conditions. They are applied to the surface of traffic paint to provide retroreflectivity.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. Trantex Transportation Products of Texas Inc. has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Five (5) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. Trantex Transportation Products of Texas Inc.	\$12,000.00
2. Pro Gov Sales	\$13,400.00
3. Potters Industries, LLC	\$13,600.00
4. Hadron Engineering Services	\$14,400.00
5. AQSS	\$14,800.00

Trantex Transportation Products of Texas Inc. : Award for their low bid meeting specifications in the total amount of \$12,000.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, Trantex Transportation Products of Texas Inc. is a designated HHF company, but they were the successful awardee without application of the HHF preference.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randy Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$12,000.00	\$0	\$12,000.00

Amount and Source of Funding:

\$12,000.00

Dedicated Drainage Street Renewal Fund – Metro et al
Fund No.: 2312

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description	Type
Signed coversheet	Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0101 - Glass Beads (Trantex Transportation Products of Texas Inc.) - MOTION

Agenda Item#: 17.

Background:

Informal Bid INF-2025-0101 – Approve the purchase of glass beads from Trantex Transportation Products of Texas Inc. in the total amount of \$12,000.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of glass beads from **Trantex Transportation Products of Texas Inc.** in the total amount of **\$12,000.00** for Houston Public Works.

This is for the purchase of 10,000 pounds of type II glass beads. The purpose of Type II glass beads is to enhance the visibility of pavement markings by reflecting light from vehicle headlights, especially during nighttime or low-light conditions. They are applied to the surface of traffic paint to provide retroreflectivity.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. Trantex Transportation Products of Texas Inc. has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Five (5) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. Trantex Transportation Products of Texas Inc.	\$12,000.00
2. Pro Gov Sales	\$13,400.00
3. Potters Industries, LLC	\$13,600.00
4. Hadron Engineering Services	\$14,400.00
5. AQSS	\$14,800.00

Trantex Transportation Products of Texas Inc. : Award for their low bid meeting specifications in the total amount of \$12,000.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, Trantex Transportation Products of Texas Inc. is a designated HHF company, but they were the successful awardee without application of the HHF preference.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer
 Finance/Strategic Procurement Division

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Randy Macchi, Director
 Houston Public Works

DS

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$12,000.00	\$0	\$12,000.00

Amount and Source of Funding:

\$12,000.00

Dedicated Drainage Street Renewal Fund – Metro et al

Fund No.: 2312

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description	Type
Ownership Form	Backup Material
Tax Report	Backup Material
Conflict of Interest Form	Backup Material
Bid Tab	Backup Material
HHF Certification	Backup Material
Certification of Funds	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0058 - Connector Bodies (US Product Distributors Inc.) - MOTION

Agenda Item#: 19.

Summary:

US PRODUCT DISTRIBUTORS INC for Purchase of Connector Bodies for Houston Public Works - \$11,450.00 - Special Revenue Fund

Background:

Informal Bid INF-2025-0058 – Approve the purchase of connector bodies from US Product Distributors Inc. in the total amount of \$11,450.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of 100 connector bodies from **US Product Distributors Inc.** in the total amount of **\$11,450.00** for Houston Public Works.

This is for the purchase of 100 connector bodies. These connector bodies are used to secure rigid/IMC conduit to outlet boxes or enclosures, join enclosures or conduit bodies, and reduce threaded openings on conduit bodies and fittings. When assembling traffic signals, these connections are needed to ensure the delivery of the correct wattage to ensure the signals are operating correctly.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. US Product Distributors Inc. has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Five (5) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. US Product Distributors Inc.	\$11,450.00
2. DET Logistics Solutions, LLC	\$15,306.00
3. ATViro Tech Inc.	\$15,421.00
4. Quantum Concierge Services	\$16,850.00
5. Sumarcade LLC	\$21,380.00

US Product Distributors Inc.: Award for their low bid meeting specifications in the total amount of \$11,450.00

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, US Product Distributors Inc. does not meet the requirements of the HHF designation, and no designated bidders were within five percent.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Randy Macchi, Director
Houston Public Works

Estimated Spending Authority

Department	FY2025	Out Years	Total
Houston Public Works	\$11,450.00	\$0	\$11,450.00

Amount and Source of Funding:

\$11,450.00

Dedicated Drainage & Street Renewal Fund – Metro et al
Fund No.: 2312

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description	Type
Signed coversheet	Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/12/2025

INF-2025-0058 - Connector Bodies (US Product Distributors Inc.) - MOTION

Agenda Item#: 9.

Summary:

NOT A REAL CAPTION

Approve the purchase of connector bodies from **US PRODUCT DISTRIBUTORS INC.** in the total amount of \$11,450.00 for Houston Public Works.

Background:

Informal Bid INF-2025-0058 – Approve the purchase of connector bodies from US Product Distributors Inc. in the total amount of \$11,450.00 for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve the purchase of 100 connector bodies from **US Product Distributors Inc.** in the total amount of **\$11,450.00** for Houston Public Works.

This is for the purchase of 100 connector bodies. These connector bodies are used to secure rigid/IMC conduit to outlet boxes or enclosures, join enclosures or conduit bodies, and reduce threaded openings on conduit bodies and fittings. When assembling traffic signals, these connections are needed to ensure the delivery of the correct wattage to ensure the signals are operating correctly.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. US Product Distributors Inc. has already received awards for other goods and/or services this fiscal year, and this purchase would put them above the \$50,000 threshold and therefore requires Council action. Five (5) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. US Product Distributors Inc.	\$11,450.00
2. DET Logistics Solutions, LLC	\$15,306.00
3. ATViro Tech Inc.	\$15,421.00
4. Quantum Concierge Services	\$16,850.00
5. Sumarcade LLC	\$21,380.00

US Product Distributors Inc.: Award for their low bid meeting specifications in the total amount of \$11,450.00

MWBE Participation:


This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

Hire Houston First:


The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses while supporting job creation. In this case, h.m.t. Service Corporation does not meet the requirements of the HHF designation, and no designated bidders were within five percent.

Fiscal Note:


Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield, Chief Procurement Officer
 Finance/Strategic Procurement Division

DocuSigned by:

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Randy Macchi, Director
 Houston Public Works

DS


Estimated Spending Authority

<u>Department</u>	<u>FY2025</u>	<u>Out Years</u>	<u>Total</u>
Houston Public Works	\$11,450.00	\$0	\$11,450.00

Amount and Source of Funding:

\$11,450.00
Dedicated Drainage & Street Renewal Fund – Metro et al
Fund No.: 2312

Contact Information:

Jedediah Greenfield, Chief Procurement Office (832) 393-9126

ATTACHMENTS:

Description	Type
Ownership Form	Backup Material
Tax Report	Backup Material
Conflict of Interest Form	Backup Material
Bid Tab	Backup Material
Certification of Funds	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date:

FIN - CUS CP B-4

Agenda Item#: 20.

Summary:

ORDINANCE supplementing City of Houston, Texas Ordinance No. 2023-350, Ordinance No. 2010-383, Ordinance No. 2013-631, Ordinance No. 2016-503 and Ordinance No. 2019-456 relating to the issuance of City of Houston, Texas Combined Utility System Commercial Paper Notes, Series B-4; authorizing the extension of a Credit Facility, the Execution and Delivery of the Amended Reimbursement Agreement; and Bank Fee Letter, and resolving other matters related thereto; and declaring an emergency

Background:

RECOMMENDATION:

An Ordinance supplementing the City of Houston, Texas Ordinance No. 2023-350, Ordinance No. 2010-383, Ordinance No. 2013-631, Ordinance No. 2016-503, and Ordinance No. 2019-456 relating to the issuance of City of Houston, Texas, Combined Utility System Commercial Paper Notes, Series B-4; authorizing the extension of a credit facility, the execution and delivery of the amended reimbursement agreement; and bank fee letter, and resolving other matters related thereto; and declaring an emergency.

SPECIFIC EXPLANATION:

Starting in 1993, City Council began authorizing commercial paper programs to provide appropriation and "on time" funding for various capital expenditures of the City to be funded with proceeds of debt. The issuance of commercial paper has provided an expedient, cost-effective method of providing interim financing. Commercial paper notes are later refinanced with fixed rate bonds with maturities matching the useful lives of the projects or equipment being financed.

The existing letter of credit that supports the current Combined Utility System Commercial Paper Notes, Series B-4 has an upcoming expiration date of July 12, 2025. This program currently supports capital expenditure related to the Combined Utility System's Capital Improvement Plan projects. The aggregate amount will not exceed \$100 million.

The Finance Working Group recommends renewing the letter of credit with PNC Bank in an amount of \$100 million. The bank facility will have a 3-year term.

This transaction was presented to the Budget and Fiscal Affairs Committee on February 3, 2025.

Melissa Dubowski, Chief Business Officer/Director of Finance Chris Hollins, Houston City Controller

Prior Council Action:

Ord. No. 2009-1118; 2019-456

Contact Information:

Alma Tamborello

Phone: 832-393-9099

Vernon Lewis

Phone: 832-393-3518

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date:

FIN - CUS CP B-4

Agenda Item#: 13.

Background:

RECOMMENDATION:

An Ordinance supplementing the City of Houston, Texas Ordinance No. 2023-350, Ordinance No. 2010-383, Ordinance No. 2013-631, Ordinance No. 2016-503, and Ordinance No. 2019-456 relating to the issuance of City of Houston, Texas, Combined Utility System Commercial Paper Notes, Series B-4; authorizing the extension of a credit facility, the execution and delivery of the amended reimbursement agreement; and bank fee letter, and resolving other matters related thereto; and declaring an emergency.

SPECIFIC EXPLANATION:

Starting in 1993, City Council began authorizing commercial paper programs to provide appropriation and "on time" funding for various capital expenditures of the City to be funded with proceeds of debt. The issuance of commercial paper has provided an expedient, cost-effective method of providing interim financing. Commercial paper notes are later refinanced with fixed rate bonds with maturities matching the useful lives of the projects or equipment being financed.

The existing letter of credit that supports the current Combined Utility System Commercial Paper Notes, Series B-4 has an upcoming expiration date of July 12, 2025. This program currently supports capital expenditure related to the Combined Utility System's Capital Improvement Plan projects. The aggregate amount will not exceed \$100 million.

The Finance Working Group recommends renewing the letter of credit with PNC Bank in an amount of \$100 million. The bank facility will have a 3-year term.

This transaction was presented to the Budget and Fiscal Affairs Committee on February 3, 2025.

DocuSigned by:

A blue ink signature of Melissa Dubowski, consisting of a stylized 'M' followed by a cursive 'D'.

Melissa Dubowski, Chief Business Officer/Director of Finance

Signed by:

A blue ink signature of Chris Hollins, featuring a large, bold 'C' followed by a cursive 'H'.

Chris Hollins, Houston City Controller

Prior Council Action:

Ord. No. 2009-1118; 2019-456

Contact Information:

Alma Tamborello
Vernon Lewis

A blue ink signature of Alma Tamborello, with the initials 'AT' in a stylized font.
A blue ink signature of Vernon Lewis, with the initials 'VW' in a stylized font.

Phone: 832-393-9099
Phone: 832-393-3518

Certificate Of Completion

Envelope Id: 574D0803-D211-47EA-B221-6E1AEEC371CB
 Subject: Complete with Docusign: Final - CUS CP Series B-4 - RCA.pdf
 Source Envelope:
 Document Pages: 1
 Certificate Pages: 5
 AutoNav: Enabled
 Envelopeld Stamping: Enabled
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed
 Envelope Originator:
 Lauren Yaxon
 611 Walker St.
 HITS
 Houston, TX 77002
 Lauren.Yaxon@houston.tx.gov
 IP Address: 50.58.210.12


Record Tracking

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Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: City of Houston IT Services	Location: Docusign

Signer Events

Alma Tamborello
 Alma.Tamborello@houston.tx.gov
 City of Houston IT Services
 Security Level: Email, Account Authentication (None)

Signature


 Signature Adoption: Pre-selected Style
 Using IP Address: 174.218.223.183
 Signed using mobile

Timestamp

Sent: 5/9/2025 1:06:08 PM
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 Signed: 5/9/2025 4:05:03 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Melissa Dubowski
 Melissa.Dubowski@houston.tx.gov
 Chief Business Officer/Director of Finance
 City of Houston IT Services
 Security Level: Email, Account Authentication (None)



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 Signature Adoption: Uploaded Signature Image
 Using IP Address: 174.203.5.123
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Electronic Record and Signature Disclosure:

Not Offered via Docusign

Vernon M Lewis
 Vernon.Lewis@houston.tx.gov
 Deputy City Controller
 City of Houston IT Services
 Security Level: Email, Account Authentication (None)


 Signature Adoption: Pre-selected Style
 Using IP Address: 204.235.229.251

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 Signed: 5/16/2025 12:10:46 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Chris Hollins
 chris.hollins@houston.tx.gov
 City Controller
 Security Level: Email, Account Authentication (None)


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 Signature Adoption: Drawn on Device
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 Signed using mobile

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 Signed: 5/16/2025 3:37:31 PM

Electronic Record and Signature Disclosure:
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 ID: 8957e6a1-1449-4685-94a7-728b77a70fd2

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Eva Barrios Eva.Barrios@houstontx.gov Administrative Coordinator COH Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 5/9/2025 4:05:04 PM
Elvira Ontiveros Elvira.Ontiveros@houstontx.gov Interim Division Manager City of Houston IT Services Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 5/9/2025 4:05:05 PM Viewed: 5/9/2025 4:25:29 PM
Lillian Rodriguez Lillian.Rodriguez@houstontx.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 5/16/2025 12:10:48 PM
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Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	5/16/2025 3:37:31 PM
Completed	Security Checked	5/16/2025 3:37:31 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, City of Houston - Information Technology (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

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At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact City of Houston - Information Technology:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To advise City of Houston - Information Technology of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at IT@cityofhouston.net and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from City of Houston - Information Technology

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to IT@cityofhouston.net and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with City of Houston - Information Technology

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to docusign@houston.tx.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date:

FIN - HAS Special Facilities 2025

Agenda Item#: 21.

Summary:

ORDINANCE declaring intent to issue Airport System Special Facilities Revenue Bonds to finance certain projects for the benefit of the Houston Airport System; authorizing a Public Hearing for each such project; declaring intent to reimburse certain costs of each project from Bonds issued to finance each such project; authorizing matters relating thereto and making certain findings necessary and incidental to each project; and declaring an emergency

Background:

RECOMMENDATION:

Ordinance declaring intent to issue Airport System Special Facilities Revenue Bonds to finance certain projects for the benefit of the Houston Airport System; authorizing a public hearing for each such project; declaring intent to reimburse certain costs of each project from bonds issued to finance each such project; authorizing matters relating thereto and making certain findings necessary and incidental to each project; and declaring an emergency.

SPECIFIC EXPLANATION:

Pursuant to the bond ordinances adopted by the City of Houston, Texas (the "City") authorizing the issuance of the City's outstanding Airport System Revenue Bonds, the City reserves the right to issue certain airport system special facilities revenue bonds payable from receipts under net leases or loan agreements entered with United Airlines, Inc. ("United"). Bonds issued secured by such rental or loan receipts are not secured by any other revenues of the Houston Airport System or the City.

The proposed projects to be financed by subsequent Special Facility Revenue Bonds ("Special Facilities Bonds") relate to (i) an approximate 140,000 square foot facility for ground support equipment repair and maintenance to support United's air service operations at IAH (the "Maintenance Facility Project") and (ii) an approximate 230,000 square foot facility for catering operations to support United's air service operations at IAH (the "Catering Facility Project"). Because the Special Facilities Bonds will be issued on a tax-exempt basis, current federal tax laws require the adoption of this Ordinance to allow proceeds of such Special Facilities Bonds to be used to reimburse United for costs incurred prior to the issuance of the Special Facilities Bonds. The City reasonably expects to reimburse United for certain costs related to improvements and expansion that have been or will be paid subsequent to the date that is sixty (60) days prior to the date of City Council's adoption of the proposed Ordinance, from the proceeds of the Special Facilities Bonds to be issued subsequent to the date of such adoption. Based on the representation of United, the City reasonably expects that the maximum principal amount of the Special Facilities Bonds issued will not exceed \$180 million for the Maintenance Facility Project and \$220 million for the Catering Facility Project.

On or prior to the issuance of the Special Facilities Bonds, United and the City will enter into a special facilities lease for each project. The related special facilities leases will remain for as long as the bonds remain outstanding. United will be obligated to make net payments equal to all bond payments due on the Special Facilities Bonds. Prompt payment of principal and interest on the Special Facilities Bonds will be unconditionally guaranteed by United.

The Finance Working Group recommends approval of this item.

Melissa Dubowski, Chief Business Officer/Director of Finance Chris Hollins, Houston City Controller

Contact Information:

Alma Tamborello
Vernon Lewis

Phone: 832-393-9099
Phone: 832-393-3470

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date:

FIN - HAS Special Facilities 2025

Agenda Item#: 8.

Background:

RECOMMENDATION:

Ordinance declaring intent to issue Airport System Special Facilities Revenue Bonds to finance certain projects for the benefit of the Houston Airport System; authorizing a public hearing for each such project; declaring intent to reimburse certain costs of each project from bonds issued to finance each such project; authorizing matters relating thereto and making certain findings necessary and incidental to each project; and declaring an emergency.

SPECIFIC EXPLANATION:

Pursuant to the bond ordinances adopted by the City of Houston, Texas (the "City") authorizing the issuance of the City's outstanding Airport System Revenue Bonds, the City reserves the right to issue certain airport system special facilities revenue bonds payable from receipts under net leases or loan agreements entered with United Airlines, Inc. ("United"). Bonds issued secured by such rental or loan receipts are not secured by any other revenues of the Houston Airport System or the City.

The proposed projects to be financed by subsequent Special Facility Revenue Bonds ("Special Facilities Bonds") relate to (i) an approximate 140,000 square foot facility for ground support equipment repair and maintenance to support United's air service operations at IAH (the "Maintenance Facility Project") and (ii) an approximate 230,000 square foot facility for catering operations to support United's air service operations at IAH (the "Catering Facility Project"). Because the Special Facilities Bonds will be issued on a tax-exempt basis, current federal tax laws require the adoption of this Ordinance to allow proceeds of such Special Facilities Bonds to be used to reimburse United for costs incurred prior to the issuance of the Special Facilities Bonds. The City reasonably expects to reimburse United for certain costs related to improvements and expansion that have been or will be paid subsequent to the date that is sixty (60) days prior to the date of City Council's adoption of the proposed Ordinance, from the proceeds of the Special Facilities Bonds to be issued subsequent to the date of such adoption. Based on the representation of United, the City reasonably expects that the maximum principal amount of the Special Facilities Bonds issued will not exceed \$180 million for the Maintenance Facility Project and \$220 million for the Catering Facility Project.

On or prior to the issuance of the Special Facilities Bonds, United and the City will enter into a special facilities lease for each project. The related special facilities leases will remain for as long as the bonds remain outstanding. United will be obligated to make net payments equal to all bond payments due on the Special Facilities Bonds. Prompt payment of principal and interest on the Special Facilities Bonds will be unconditionally guaranteed by United.

The Finance Working Group recommends approval of this item.

DocuSigned by:

A handwritten signature in blue ink, appearing to read "Melissa Dubowski".

Melissa Dubowski, Chief Business Officer/Director of Finance

Signed by:

A handwritten signature in blue ink, appearing to read "Chris Hollins".

Chris Hollins, Houston City Controller

Contact Information:

Alma Tamborello

Vernon Lewis



Phone: 832-393-9099

Phone: 832-393-3470

Certificate Of Completion

Envelope Id: 9FEBB850-91E8-4563-B381-DD17EF8C054F

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Subject: Complete with Docusign: RCA - HAS Spec Facility (United) - Inducement Resolution.pdf

Source Envelope:

Document Pages: 1

Signatures: 2

Envelope Originator:

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Initials: 2

Lauren Yaxon

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611 Walker St.

Envelopeld Stamping: Enabled

HITS

Time Zone: (UTC-06:00) Central Time (US & Canada)

Houston, TX 77002

Lauren.Yaxon@houston.tx.gov

IP Address: 50.58.210.12

Record Tracking

Status: Original

Holder: Lauren Yaxon

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5/13/2025 1:46:03 PM

Lauren.Yaxon@houston.tx.gov

Security Appliance Status: Connected

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Pool: City of Houston IT Services

Location: Docusign

Signer Events

Alma Tamborello

Alma.Tamborello@houston.tx.gov

City of Houston IT Services

Security Level: Email, Account Authentication (None)

Signature

DS

Signature Adoption: Pre-selected Style
Using IP Address: 50.58.210.12

Timestamp

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Viewed: 5/14/2025 2:44:25 PM

Signed: 5/14/2025 2:44:41 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

William Bryant

William.Bryant@houston.tx.gov

Assistant Director

City of Houston IT Services

Security Level: Email, Account Authentication (None)

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Signature Adoption: Drawn on Device
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Signed: 5/15/2025 4:02:53 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Vernon M Lewis

Vernon.Lewis@houston.tx.gov

Deputy City Controller

City of Houston IT Services

Security Level: Email, Account Authentication (None)

DS

Signature Adoption: Pre-selected Style
Using IP Address: 204.235.229.251

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Viewed: 5/16/2025 12:10:10 PM

Signed: 5/16/2025 12:10:13 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Chris Hollins

chris.hollins@houston.tx.gov

City Controller

Security Level: Email, Account Authentication (None)

Signed by:

58A54327117A4AE...

Signature Adoption: Drawn on Device
Using IP Address: 174.202.225.33
Signed using mobile

Sent: 5/16/2025 12:10:15 PM

Viewed: 5/16/2025 3:35:58 PM

Signed: 5/16/2025 3:36:13 PM

Electronic Record and Signature Disclosure:

Accepted: 5/16/2025 3:35:58 PM

ID: 290ac102-b3da-4b9c-90f0-6168e8ff7010

In Person Signer Events	Signature	Timestamp
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Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Eva Barrios Eva.Barrios@houstontx.gov Administrative Coordinator COH Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 5/14/2025 2:44:42 PM
Elvira Ontiveros Elvira.Ontiveros@houstontx.gov Interim Division Manager City of Houston IT Services Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 5/14/2025 2:44:42 PM Viewed: 5/14/2025 2:45:32 PM
Lillian Rodriguez Lillian.Rodriguez@houstontx.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 5/16/2025 12:10:14 PM Viewed: 5/16/2025 2:23:41 PM
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Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Signing Complete	Security Checked	5/16/2025 3:36:13 PM
Completed	Security Checked	5/16/2025 3:36:13 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date:

HCD25-17 Access Care of Coastal Texas - Second Amendment

Agenda Item#: 22.

Summary:

ORDINANCE approving and authorizing second amendment to Subrecipient Agreement between City of Houston and **ACCESS CARE OF COASTAL TEXAS, INC**, to extend term of agreement and provide additional Housing Opportunities for Persons With AIDS Funds to provide Tenant-Based Rental Assistance, Short-Term, Mortgage, and Utility Assistance, Permanent Housing Placement Services, and Supportive Services to low-income households living with HIV/AIDS - \$559,816.00 - Grant Fund

Background:

The Housing and Community Development Department (HCD) recommends Council approval of an Ordinance authorizing a Second Amendment to the Subrecipient Agreement (Agreement) between the City of Houston (City) and Access Care of Coastal Texas, Inc. (ACCT) to extend the term of the Agreement and provide up to \$559,816.00 in additional Housing Opportunities for Persons with AIDS (HOPWA) funds to continue providing (1) Tenant-Based Rental Assistance (TBRA); (2) Short-Term Rent, Mortgage, and Utility Assistance (STRMU); (3) Permanent Housing Placement Services (PHPS); and (4) Supportive Services to a minimum of 108 low-income households, in which one or more members are living with HIV/AIDS.

Housing assistance will be provided in the form of TBRA, STRMU, and PHPS. Supportive Services include case management, nutrition, medical transportation services and more. The City is the HOPWA program administrator for multiple areas including Austin, Brazoria, Chambers, Fort Bend, Galveston, Harris, Liberty, Montgomery, and Waller Counties.

Located in Galveston, ACCT provides rental subsidies to help participants at-risk of becoming homeless obtain emergency and/or continue with permanent housing through its housing assistance programs.

Category	Amount	Percent
Supportive Services	\$204,622.00	36.55%
Tenant-Based Rental Assistance	\$175,266.00	31.31%
Short-Term Rent, Mortgage, and Utility Assistance	\$110,770.00	19.79%
Administrative	\$39,158.00	6.99%
Permanent Housing Placement Services	\$30,000.00	5.36%

Total	\$559,816.00	100.00%
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HCD conducted a Notice of Funding Availability (NOFA) for HOPWA services in September 2022 with the option to renew in up to a one-year increment at the City's discretion. ACCT was one of the selected agencies. The initial term began May 1, 2023 and was extended through subsequent extensions and an Amendment to June 30, 2025. This Second Amendment will extend the term and provide additional funding through October 31, 2025.

As of March 2025, ACCT has expended approximately 89% of their allocated funding and served approximately 97% of their client goal. No findings were reported by Compliance and Monitoring during the 2025 monitoring period. ACCT has received funding from the City since 2006.

Fiscal Note:

No Fiscal Note is required on grant items.

The Housing and Affordability Committee Chair was briefed on this item on February 12, 2025 and on May 14, 2025.

Michael Nichols, Director

Prior Council Action:

4/19/2023 (O) 2023-258; 7/10/2024 (O) 2024-505

Amount and Source of Funding:

\$559,816.00 Federal Government – Grant Fund (5000)

Contact Information:

Roxanne Lawson
(832) 394-6307

ATTACHMENTS:

Description	Type
Cover Sheet	Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date:

HCD25-17 Access Care of Coastal Texas - Second Amendment

Agenda Item#: 8.

Background:

The Housing and Community Development Department (HCD) recommends Council approval of an Ordinance authorizing a Second Amendment to the Subrecipient Agreement (Agreement) between the City of Houston (City) and Access Care of Coastal Texas, Inc. (ACCT) to extend the term of the Agreement and provide up to \$559,816.00 in additional Housing Opportunities for Persons with AIDS (HOPWA) funds to continue providing (1) Tenant-Based Rental Assistance (TBRA); (2) Short-Term Rent, Mortgage, and Utility Assistance (STRMU); (3) Permanent Housing Placement Services (PHPS); and (4) Supportive Services to a minimum of 108 low-income households, in which one or more members are living with HIV/AIDS.

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Permanent Housing Placement Services	\$30,000.00	5.36%
Total	\$559,816.00	100.00%

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Fiscal Note:

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The Housing and Affordability Committee Chair was briefed on this item on February 12, 2025 and on May 14, 2025.

DocuSigned by:

Michael Nichols

Michael Nichols, Director

Prior Council Action:

4/19/2023 (O) 2023-258; 7/10/2024 (O) 2024-505

Amount and Source of Funding:

\$559,816.00 Federal Government – Grant Fund (5000)

Contact Information:

Roxanne Lawson
(832) 394-6307

ATTACHMENTS:

Description
Affidavit of Ownership
Public Notice

Type
Backup Material
Public Notice



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 4/22/2025

HHD - Healthy Texas Women (HTW) - Intent to Apply - RFA

No.: HHS0015451

Agenda Item#: 23.

Summary:

ORDINANCE approving and authorizing Director of Houston Health Department to apply for, accept and expend the **Texas Women Grant Application** and expend all subsequent supplemental awards, if any, pertaining to the Grant

Background:

The Director of the Houston Health Department (HHD) requests that City Council approve an ordinance authorizing HHD to apply for, accept and expend the Healthy Texas Women (HTW) grant application. The performance period is from September 1, 2025, through August 31, 2030, with an anticipated amount not to exceed \$1,589,440.00.

SPECIFIC EXPLANATION:

HHD is applying for the Texas Health and Human Services Commission (HHSC) RFA No.: HHS0015451. Funding from this grant is cost reimbursement for services that promote and increase access to health and family planning services to avert unintended pregnancies. The initial allocation is \$317,888.00.

Funding will allow HHD to continue to provide low-income, Texas women aged 15 through 44 who meet program eligibility, as determined by HHSC, with access to safe, reliable, no-cost services which include screening, diagnostic, follow-up services, appropriate referrals, public information and education programs. If awarded, HHD anticipates serving 1,752 unduplicated clients annually.

Termination services and/or products are not provided by the state funder or HHD.

HHD requests the City Council hereby authorize the Mayor, without further City Council action, to execute all related contracts, agreements, amendments, extension or renewal of the contract and documents in connection with the above-mentioned Grant, with the approval of the City Attorney. HHD requests the Director, or his designee, be designated as the official authorized to accept and expend the funds, as awarded, for the purpose of this Grant program and to apply for and accept all subsequent awards, if any, pertaining to the above-mentioned grant. The Mayor and the Director are authorized to execute all documents accepting current and future grant funds for the project period or for a grant performance period **not to exceed 5 years**.

Grant Source:

The funding for this project is from the Texas Health and Human Services Commission (HHSC).

Fiscal Note:

No fiscal note is required on grant items.

Stephen L. Williams, M.Ed., MPA
Director - Houston Health Department

Prior Council Action:

Ordinance No. 2020-599: 07/14/2020

Amount and Source of Funding:

Total: \$1,589,440.00

Fund 5010 – State

Contact Information:

Reyes Ramirez; Health Department
713-907-5962

ATTACHMENTS:

Description

Revised Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 4/22/2025

HHD - Healthy Texas Women (HTW) - Intent to Apply - RFA No.: HHS0015451

Agenda Item#: 21.

Summary:

ORDINANCE approving and authorizing Director of Houston Health Department to apply for, accept and expend the **Texas Women Grant Application** and expend all subsequent supplemental awards, if any, pertaining to the Grant

Background:

The Director of the Houston Health Department (HHD) requests that City Council approve an ordinance authorizing HHD to apply for, accept and expend the Healthy Texas Women (HTW) grant application. The performance period is from September 1, 2025, through August 31, 2030, with an anticipated amount not to exceed \$1,589,440.00.

SPECIFIC EXPLANATION:

HHD is applying for the Texas Health and Human Services Commission (HHSC) RFA No.: HHS0015451. Funding from this grant is cost reimbursement for services that promote and increase access to health and family planning services to avert unintended pregnancies. The initial allocation is \$317,888.00.

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Termination services and/or products are not provided by the state funder or HHD.

HHD requests the City Council hereby authorize the Mayor, without further City Council action, to execute all related contracts, agreements, amendments, extension or renewal of the contract and documents in connection with the above-mentioned Grant, with the approval of the City Attorney. HHD requests the Director, or his designee, be designated as the official authorized to accept and expend the funds, as awarded, for the purpose of this Grant program and to apply for and accept all subsequent awards, if any, pertaining to the above-mentioned grant. The Mayor and the Director are authorized to execute all documents accepting current and future grant funds for the project period or for a grant performance period **not to exceed 5 years**.

Grant Source:

The funding for this project is from the Texas Health and Human Services Commission (HHSC).

Fiscal Note:

No fiscal note is required on grant items.

DocuSigned by:

Stephen Williams

A8219D332CF4498...

Stephen L. Williams, M.Ed., MPA

Director - Houston Health Department

Prior Council Action:

Ordinance No. 2020-599: 07/14/2020

Amount and Source of Funding:

Total: \$1,589,440.00

Fund 5010 – State

Contact Information:

Reyes Ramirez; Health Department

713-907-5962

ATTACHMENTS:

Description

Signed RCA Cover Letter

Type

Signed Cover sheet

Signed ROA Cover Letter
Signed Grant Application Form
Healthy Texas Women Ord. Approv&Autho
Previous Ordinance_2020

Signed Cover Sheet
Backup Material
Ordinance/Resolution/Motion
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 3/28/2025

HHD –Center for Disease Control and Prevention - Intent to
Apply

Agenda Item#: 24.

Summary:

ORDINANCE approving and authorizing Director of City of Houston Health Department to accept Grant Award from the **CENTERS FOR DISEASE CONTROL AND PREVENTION** for the **Strengthening Vaccine Preventable Disease Prevention and Response Grant Application**; authorizing the Director to expend the Grant Funds, as awarded, and to apply for and accept all subsequent awards, if any, pertaining to the Grant

Background:

The Director of the Houston Health Department (HHD) requests that City Council approve an ordinance authorizing HHD to accept and expend the **Strengthening Vaccine Preventable Disease (VPD) Prevention and Response grant application**. This Ordinance will cover the grant performance period, from July 1, 2025, through June 30, 2030, with an award amount not to exceed \$33,796,815.00.

SPECIFIC EXPLANATION:

HHD is applying for the **Strengthening Vaccine Preventable Disease Prevention and Response Grant**. This grant will fund the Vaccines for Children (VFC) Program. The VFC Program supports opportunities for children to receive vaccinations. The grant performance period is from July 1, 2025, through June 30, 2030, with an initial allocation of \$6,759,363.00.

The VFC Program provides vaccines to children whose parents or guardians may not be able to afford them. The program helps support fair and just opportunities for all children to get their recommended vaccinations on schedule and achieve their highest level of health. There are three components of this grant: Component one (1) \$3,509,363 in Core Funding; Component two (2) \$250,000 in Core Funding for rapid small-scale response to VPD outbreaks or other public health emergencies (funded); and Component three (3) \$3,000,000 in Core Funding for rapid large-scale response to VPD outbreaks or other public health emergencies (approved but unfunded). Section 317 of the Public Health Service Act helps meet the costs of prevention health services and priorities include preserving immunization infrastructure, maintaining vaccine supply as a safety net for uninsured adults and responding to VPD outbreaks.

HHD requests the City Council hereby authorize the Mayor, without further City Council action, to execute all related contracts, agreements, amendments, extension or renewal of the contract and documents in connection with the above-mentioned Grant, with the approval of the City

Attorney. HHD requests the Director, or his designee, be designated as the official authorized to accept and expend the funds, as awarded, for the purpose of this Grant program and to apply for and accept all subsequent awards, if any, pertaining to the above-mentioned grant. The Mayor and the Director are authorized to execute all documents accepting current and future grant funds for the project period or for a grant performance period ***not to exceed 5 years***.

Grant Source:

The funding for this project is from the Centers for Disease Control and Prevention (CDC).

Fiscal Note:

No fiscal note is required on grant items.

Stephen L. Williams, M.Ed., MPA
Director - Houston Health Department

Prior Council Action:

No Prior Council

Amount and Source of Funding:

Total: \$33,796,815.00

Fund 5000 – Federal Government

-

Contact Information:

Reyes Ramirez; Health Department
713-907-5962

ATTACHMENTS:

Description

Signed RCA Cover Letter

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 3/28/2025

HHD – Strengthening Vaccine Preventable Grant App

Agenda Item#:

Background:

The Director of the Houston Health Department (HHD) requests that City Council approve an ordinance authorizing HHD to accept and expend the **Strengthening Vaccine Preventable Disease (VPD) Prevention and Response grant application**. This Ordinance will cover the grant performance period, from July 1, 2025, through June 30, 2030, with an award amount not to exceed \$33,796,815.00.

SPECIFIC EXPLANATION:

HHD is applying for the **Strengthening Vaccine Preventable Disease Prevention and Response Grant**. This grant will fund the Vaccines for Children (VFC) Program. The VFC Program supports opportunities for children to receive vaccinations. The grant performance period is from July 1, 2025, through June 30, 2030, with an initial allocation of \$6,759,363.00.

The VFC Program provides vaccines to children whose parents or guardians may not be able to afford them. The program helps support fair and just opportunities for all children to get their recommended vaccinations on schedule and achieve their highest level of health. There are three components of this grant: Component one (1) \$3,509,363 in Core Funding; Component two (2) \$250,000 in Core Funding for rapid small-scale response to VPD outbreaks or other public health emergencies (funded); and Component three (3) \$3,000,000 in Core Funding for rapid large-scale response to VPD outbreaks or other public health emergencies (approved but unfunded). Section 317 of the Public Health Service Act helps meet the costs of prevention health services and priorities include preserving immunization infrastructure, maintaining vaccine supply as a safety net for uninsured adults and responding to VPD outbreaks.

HHD requests the City Council hereby authorize the Mayor, without further City Council action, to execute all related contracts, agreements, amendments, extension or renewal of the contract and documents in connection with the above-mentioned Grant, with the approval of the City Attorney. HHD requests the Director, or his designee, be designated as the official authorized to accept and expend the funds, as awarded, for the purpose of this Grant program and to apply for and accept all subsequent awards, if any, pertaining to the above-mentioned grant. The Mayor and the Director are authorized to execute all documents accepting current and future grant funds for the project period or for a grant performance period **not to exceed 5 years**.

Grant Source:

The funding for this project is from the Centers for Disease Control and Prevention (CDC).

Fiscal Note:

No fiscal note is required on grant items.

Signed by:


Stephen L. Williams, M.Ed., MPA

Director - Houston Health Department

Prior Council Action:

No Prior Council

Amount and Source of Funding:

Total: \$33,796,815.00

Fund 5000 – Federal Government

-

Contact Information:

Reyes Ramirez; Health Department
713-907-5962



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 4/24/2025

HHD - CDC Grant Application for MMP

Agenda Item#: 25.

Summary:

ORDINANCE approving Electronic Grant Application from the **CENTERS FOR DISEASE CONTROL** for the **Medical Monitoring Project Grant**; authorizing the Director of the City of Houston Health Department to apply for, accept and expend the Grant Funds as awarded, and to accept and expend all subsequent supplemental awards, if any, pertaining to the Grant; containing provisions related to the subject

Background:

The Director of the Houston Health Department (HHD) requests City Council approval of an ordinance authorizing and approving an electronic grant application offered by the Center for Disease Control (CDC) for the Medical Monitoring Project (MMP) grant. HHD received notification from the CDC of a funding opportunity to conduct special HIV surveillance involving behavioral interviews and medical record abstractions of sampled people with HIV. The project period is from June 01, 2025, to May 31, 2030, for a total of \$3,659,225.00 which includes the initial budget amount of \$731,845.00. The city is not required to provide cash matching funds.

Under the Medical Monitoring Project HHD will conduct special HIV surveillance involving behavioral interviews and medical record abstractions of people with HIV. The goals for this project are to:

- Strengthening the capacity for sampling, recruitment, and data collection, which will result in the acquisition of high-quality, local and nationally representative data on the behavioral and clinical characteristics of adults diagnosed with HIV
- Develop a robust data dissemination plan to share MMP data at both local and national levels.
- Utilize MMP data to inform local and national HIV prevention and treatment strategies.
- Guide the allocation of HIV-related funding and resources to improve the quality and completeness of local HIV surveillance data.
- Leverage MMP data to support evidence-based decision-making at local and national levels to enhance the effectiveness of HIV prevention and treatment programs

HHD also requests City Council authorize the Mayor to execute all related contracts, agreements, amendments and documents with the approval as to form of the City Attorney in connection with the grant application and to authorize the Director or his designee to act as the City's representative with the authority to apply for, accept and expend the grant funds as awarded, and to accept and expend all subsequent supplemental awards, if any, and to extend the term and/or budget and project period not to exceed 5 years, without further council action.

Grant Source:

The funding source for this project is from the Center for Disease Control and Prevention (CDC).

Fiscal Note:

No fiscal note is required on grant items.

Stephen L. Williams, M.Ed., M.P.A.
Director - Houston Health Department

Amount and Source of Funding:

\$3,659,225.00

Fund 5000 - Federal Government

Contact Information:

Reyes Ramirez, Health Department
713-907-5962

ATTACHMENTS:**Description**

Signed RCA Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/13/2025

ALL

Item Creation Date: 4/24/2025

HHD - CDC Grant Application for MMP

Agenda Item#: 11.

Background:

The Director of the Houston Health Department (HHD) requests City Council approval of an ordinance authorizing and approving an electronic grant application offered by the Center for Disease Control (CDC) for the Medical Monitoring Project (MMP) grant. HHD received notification from the CDC of a funding opportunity to conduct special HIV surveillance involving behavioral interviews and medical record abstractions of sampled people with HIV. The project period is from June 01, 2025, to May 31, 2030, for a total of \$3,659,225.00 which includes the initial budget amount of \$731,845.00. The city is not required to provide cash matching funds.

Under the Medical Monitoring Project HHD will conduct special HIV surveillance involving behavioral interviews and medical record abstractions of people with HIV. The goals for this project are to:

- Strengthening the capacity for sampling, recruitment, and data collection, which will result in the acquisition of high-quality, local and nationally representative data on the behavioral and clinical characteristics of adults diagnosed with HIV
- Develop a robust data dissemination plan to share MMP data at both local and national levels.
- Utilize MMP data to inform local and national HIV prevention and treatment strategies.
- Guide the allocation of HIV-related funding and resources to improve the quality and completeness of local HIV surveillance data.
- Leverage MMP data to support evidence-based decision-making at local and national levels to enhance the effectiveness of HIV prevention and treatment programs

HHD also requests City Council authorize the Mayor to execute all related contracts, agreements, amendments and documents with the approval as to form of the City Attorney in connection with the grant application and to authorize the Director or his designee to act as the City's representative with the authority to apply for, accept and expend the grant funds as awarded, and to accept and expend all subsequent supplemental awards, if any, and to extend the term and/or budget and project period not to exceed 5 years, without further council action.

Grant Source:

The funding source for this project is from the Center for Disease Control and Prevention (CDC).

Fiscal Note:

No fiscal note is required on grant items.

DocuSigned by:

Stephen Williams

Stephen Williams, M.Ed., M.P.A.

Director - Houston Health Department

Amount and Source of Funding:

\$3,659,225.00

Fund 5000 - Federal Government

Contact Information:

Reyes Ramirez, Health Department
713-907-5962

ATTACHMENTS:

Description

Inent to Apply Grant Application

Type

Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 4/30/2025

HITS - Tower License Agreement Amendment (Crown
Communication Inc- Tigner)

Agenda Item#: 26.

Summary:

ORDINANCE approving and authorizing amendment to increase spending authority for Tower Lease Agreement between City of Houston, Texas, Licensee and **CROWN COMMUNICATION, LLC**, Licensors - 5 Years - \$376,262.18 - Central Service Revolving Fund

Background:

Specific Explanation:

The Chief Information Officer (CIO) recommends that City Council approve an amending ordinance to Ordinance No. 2009-1226, passed and adopted on December 02, 2009, as amended, to increase the maximum contract amount **from \$945,724.20 to \$1,321,986.38 for contract No. 4600009898** for the Government Entity Tower License Agreement between the City of Houston and Crown Communication Inc. for the lease of ground space for a communication tower located in Rosharon, Texas for Houston Information Technology Services (HITS) on behalf of General Services Department (GSD).

The Government Entity Tower License Agreement ("License Agreement") was approved by City Council on December 02, 2009, pursuant to Ordinance No. 2009-1226 for a ten-year initial term with two five-year automatic renewal optional years in the original amount of \$473,028.36. Under Ordinance No. 2011-0225, the terms of the License Agreement were amended to add additional equipment. Under Ordinance No. 2018-0539, the maximum contract amount was increased from \$473,028.36 to \$945,724.20 to cover through the first five-year automatic renewal period. Expenditures as of April 22, 2025, totaled \$943,429.81. The current maximum contract does not cover the second five-year renewal term of this License Agreement. Therefore, by way of this Ordinance, the City is requesting an increase to the maximum contract amount from \$945,724.20 to \$1,321,986.38 to cover the second five-year automatic renewal term. This License Agreement allows the City to continue to lease ground space for a communication tower and operate and maintain the communication equipment for the public safety radio system which includes antennas, cables, connectors, radios, related transmission and reception hardware located in Rosharon, Texas.

M/WBE Participation:

This Procurement is exempt from the MWBE, subcontracting goal participation. This agreement is for ground space lease only and the City is responsible for all site maintenance and utilities.

Fiscal Note:

Funding for this item will be included in the FY2026 Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Estimated Spending Authority			
Department	FY2026	Out Years	Total
Houston Information	\$71,634.47	\$304,627.71	\$376,262.18

Technology Services (HITS)			
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Lisa Kent, Chief Information Officer
Houston Information Technology Services

Prior Council Action:

Ordinance No. 2009-1226: 12/02/2009

Ordinance No. 2011-0225: 03/30/2011

Ordinance No. 2018-0539: 06/27/2018

Amount and Source of Funding:

\$376,262.18 – Central Service Revolving Fund (1002)

Contact Information:

Name	Dept/Division	Phone No.:
Jane Wu, Deputy Director	HITS/ DBM	(832) 393-0013
Yesenia Chuca, Division Manager	Finance/SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance /SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description	Type
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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District H

Item Creation Date: 5/8/2025

25DSGN145 – Award Professional Architectural Services
Contract – Brave Architecture Hispanic History Research
Centers

Agenda Item#: 27.

Summary:

ORDINANCE approving and authorizing Professional Architectural Services Contract with **BRAVE ARCHITECTURE, INC** for new Hispanic History Research Center; providing funding for Civic Art Program - \$1,340,251.00 - Public Library Consolidated Construction Fund - **DISTRICT H - CASTILLO**

Background:

RECOMMENDATION: Approve Professional Architectural Services contract and appropriate funds for the project.

SPECIFIC EXPLANATION: The General Services Department (GSD) recommends that City Council approve a professional architectural services contract for Brave Architecture, Inc. to perform design and construction phase services for the new Hispanic History Research Center for the Houston Public Library (HPL).

On April 12 and April 19, 2024, GSD advertised a Request for Qualifications (RFQ) containing selection criteria that ranked respondents on project experience, key personnel, and the firm's project approach. The Statements of Qualifications (SOQ) were received on May 9, 2024, and nine firms responded. A selection committee comprised of GSD and Houston Public Library (HPL) employees evaluated and interviewed the four shortlisted firms, Brave Architecture, Inc. ranked highest in combined scores from their SOQ evaluation and interview and offers the best value for the city based on the advertised criteria.

PROJECT LOCATION: 5803 Navigation Boulevard, Houston, TX 77011.

PROJECT DESCRIPTION: The project will design a new approximately 26,000 sf in the existing building to create the Hispanic History Research Center. The facility will include an archive for sensitive materials and artifacts with an associated welcome desk and seating area for patrons to review historical documents, and a staff office. In addition, the project will include a Houston Public Library Express location offering flexible seating and meeting space and access to technology. There will also be a gallery for temporary and rotating curated exhibitions and a flexible meeting space for public programming for the community in collaboration with local organizations,

artists, and influencers to co-host events or workshops.

SCOPE OF CONTRACT AND FEE: The contract provides for a Basic Services Fee to be paid as a lump sum and certain Additional Services to be paid on a reimbursable basis.

\$ 1,012,000.00	Total Basic Services
\$ 215,200.00	Total Additional Services
\$ 90,000.00	Reimbursable Expenses
\$ 23,051.00	Civic Art
<hr/>	
\$ 1,340,251.00	Total Funding

MWBE Information: A contract specific goal of **22.0%** MWBE goal has been established for this contract. The architect has submitted the following certified firms to achieve the goal:

Firm	Work Description	Amount	% of Contract
Brave Architecture Inc.	Architectural design	\$144,892	11.00%
Jones/DBR Engineering Company, LLC	Engineering design	\$102,500	7.78%
Pacific Consulting Group, Inc DBA PRISM Renderings	Renderer	\$15,000	1.14%
GreeNexus Consulting, LLC	Commissioning	\$80,000	6.07%
Total		\$342,392	25.99%

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with City policy.

HIRE HOUSTON FIRST: The proposed contract requires compliance with the City's 'Hire Houston First' Ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed contractor meets the requirements of Hire Houston First.

FISCAL NOTE:

Estimated Fiscal Operating Impact

Project / Department	FY25	FY26	FY27	FY28	FY29	Total
Hispanic History Research Center WBS No: E-000244	\$0	\$0	\$533,135	\$606,337	\$690,181	\$1,829,653

WBS No: E-000244

DIRECTOR'S SIGNATURE/DATE:

C. J. Messiah, Jr.
General Services Department

Sandy Gaw
Houston Public Library Department

Amount and Source of Funding:

\$ 1,340,251.00 Public Library Consolidated Construction Fund (4507)

Contact Information:

Enid M. Howard
Council Liaison
Phone: 832-393-8023

ATTACHMENTS:

Description

Signed Coversheet GSD
MAPS

Type

Signed Cover sheet
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District H

Item Creation Date: 5/8/2025

25DSGN145 – Award Professional Architectural Services Contract – Brave Architecture
Hispanic History Research Centers

Agenda Item#: 38.

Background:

RECOMMENDATION: Approve Professional Architectural Services contract and appropriate funds for the project.

SPECIFIC EXPLANATION: The General Services Department (GSD) recommends that City Council approve a professional architectural services contract for Brave Architecture, Inc. to perform design and construction phase services for the new Hispanic History Research Center for the Houston Public Library (HPL).

On April 12 and April 19, 2024, GSD advertised a Request for Qualifications (RFQ) containing selection criteria that ranked respondents on project experience, key personnel, and the firm's project approach. The Statements of Qualifications (SOQ) were received on May 9, 2024, and nine firms responded. A selection committee comprised of GSD and Houston Public Library (HPL) employees evaluated and interviewed the four shortlisted firms, Brave Architecture, Inc. ranked highest in combined scores from their SOQ evaluation and interview and offers the best value for the city based on the advertised criteria.

PROJECT LOCATION: 5803 Navigation Boulevard, Houston, TX 77011.

PROJECT DESCRIPTION: The project will design a new approximately 26,000 sf in the existing building to create the Hispanic History Research Center. The facility will include an archive for sensitive materials and artifacts with an associated welcome desk and seating area for patrons to review historical documents, and a staff office. In addition, the project will include a Houston Public Library Express location offering flexible seating and meeting space and access to technology. There will also be a gallery for temporary and rotating curated exhibitions and a flexible meeting space for public programming for the community in collaboration with local organizations, artists, and influencers to co-host events or workshops.

SCOPE OF CONTRACT AND FEE: The contract provides for a Basic Services Fee to be paid as a lump sum and certain Additional Services to be paid on a reimbursable basis.

\$ 1,012,000.00	Total Basic Services
\$ 215,200.00	Total Additional Services
\$ 90,000.00	Reimbursable Expenses
\$ 23,051.00	Civic Art
\$ 1,340,251.00	Total Funding

MWBE Information: A contract specific goal of **22.0%** MWBE goal has been established for this contract. The architect has submitted the following certified firms to achieve the goal:

Firm	Work Description	Amount	% of Contract
Brave Architecture Inc.	Architectural design	\$144,892	11.00%
Jones/DBR Engineering Company, LLC	Engineering design	\$102,500	7.78%
Pacific Consulting Group, Inc DBA PRISM Renderings	Renderer	\$15,000	1.14%
GreeNexus Consulting, LLC	Commissioning	\$80,000	6.07%
Total		\$342,392	25.99%

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees in compliance with City policy.

HIRE HOUSTON FIRST: The proposed contract requires compliance with the City’s ‘Hire Houston First’ Ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed contractor meets the requirements of Hire Houston First.

FISCAL NOTE:

Estimated Fiscal Operating Impact

Project / Department	FY25	FY26	FY27	FY28	FY29	Total
Hispanic History Research Center WBS No: E-000244	\$0	\$0	\$533,135	\$606,337	\$690,181	\$1,829,653

WBS No: E-000244

DIRECTOR’S SIGNATURE/DATE:

DocuSigned by:

C. J. Messiah, Jr

5/9/2025

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C. J. Messiah, Jr.

General Services Department

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Sandy Gaw
Houston Public Library Department

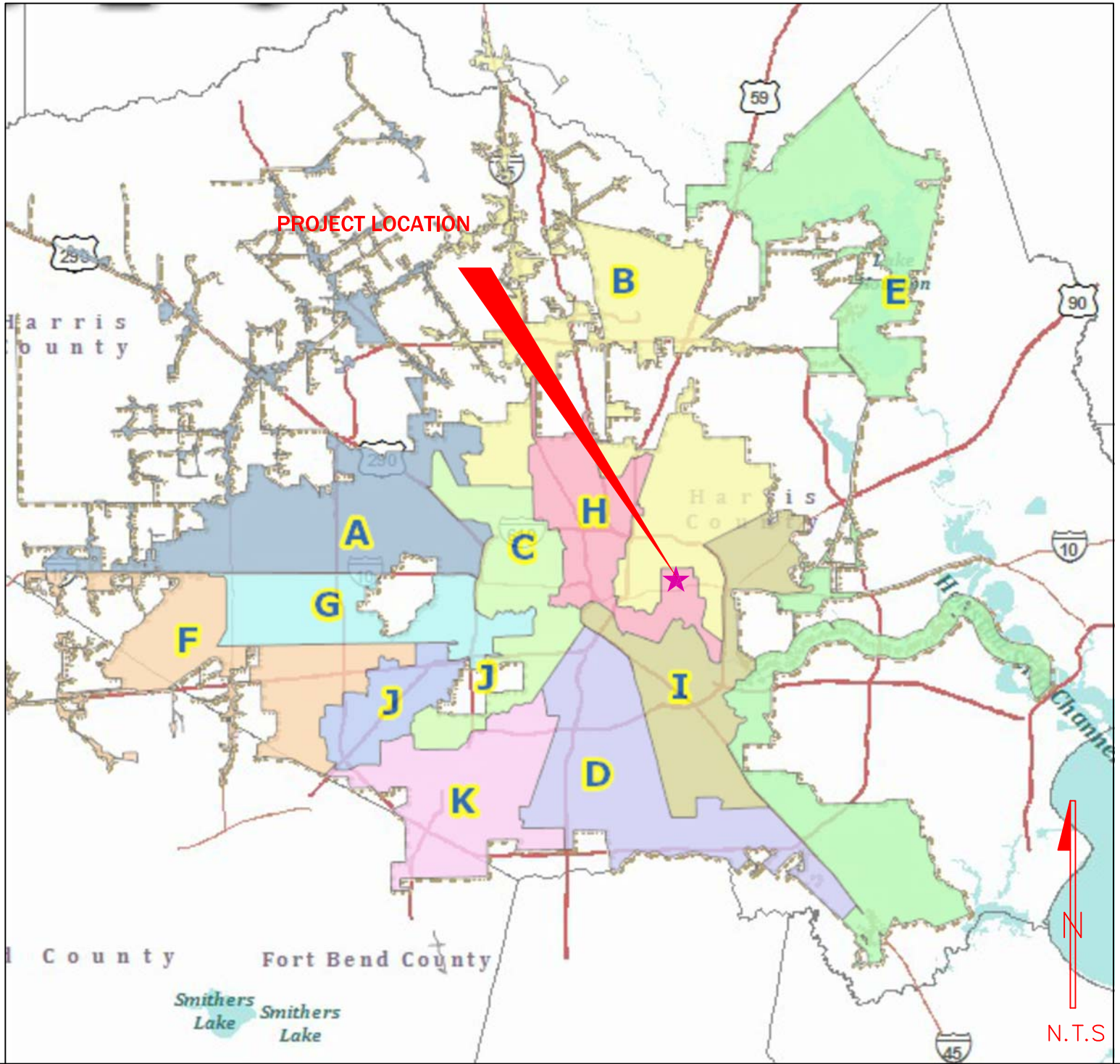
Amount and Source of Funding:
\$ 1,340,251.00 Public Library Consolidated Construction Fund (4507)

Contact Information:
Enid M. Howard
Council Liaison
Phone: 832-393-8023

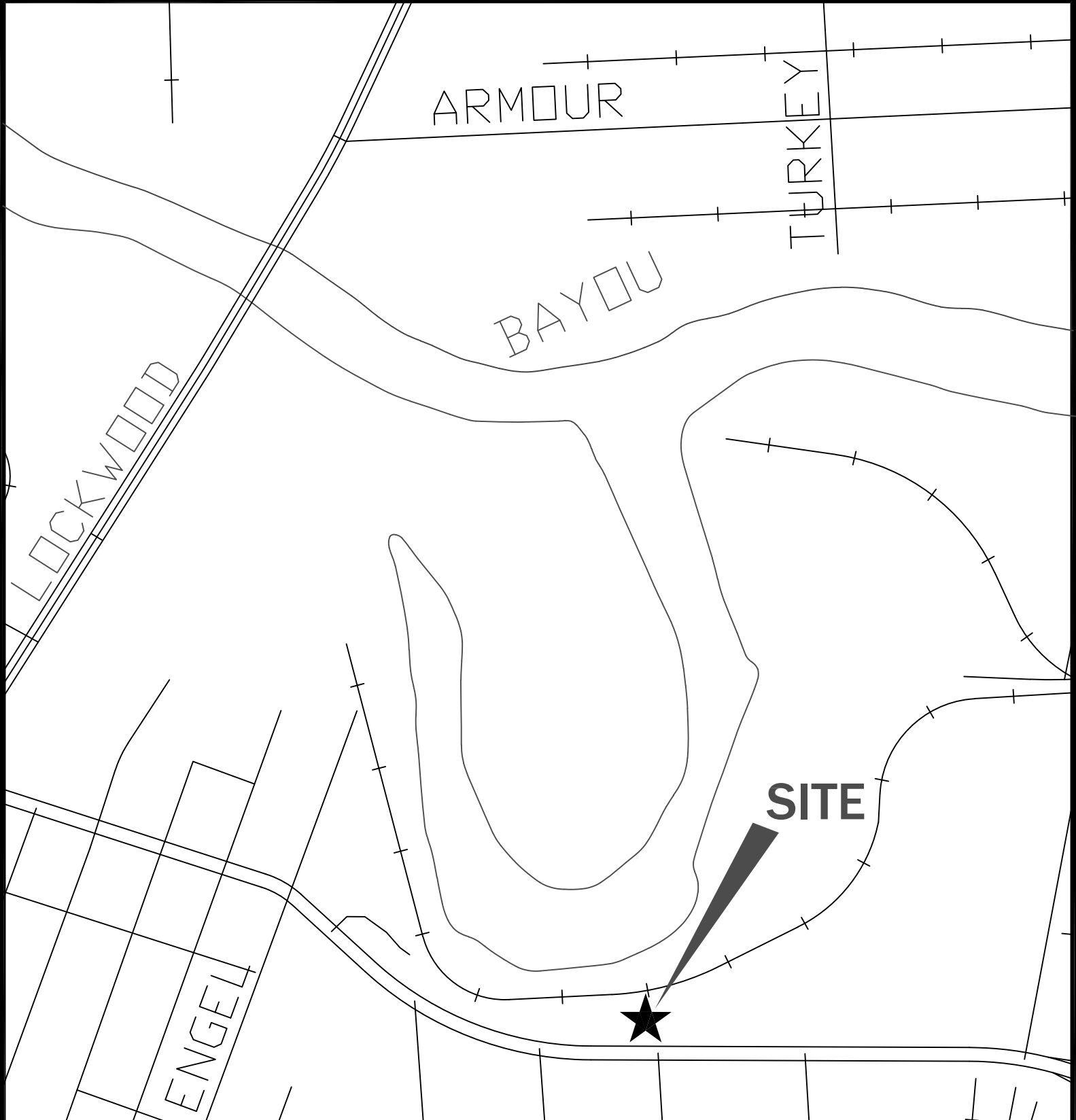
ATTACHMENTS:

Description	Type
POP Documents	Backup Material
CIP FORM A	Financial Information
Form 1295	Backup Material
Tax Delinquent Report	Backup Material

CITY OF HOUSTON
HARRIS COUNTY, TEXAS



Hispanic History Research Centers
5803 Navigation Blvd. Houston, TX 77011



Hispanic History Research Centers
5803 Navigation Blvd. Houston, TX 77011



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District H

Item Creation Date: 5/9/2025

25CONS621 – Award Construction Manager at Risk
Contract – Tellepsen Builders LP Hispanic History Research
Center

Agenda Item#: 28.

Summary:

ORDINANCE appropriating \$13,246,749.00 out of Public Library Consolidated Construction Fund and award Construction Manager At Risk Contract to **TELLEPSEN BUILDERS LP** for Hispanic History Research Center; providing funding for material testing, asbestos testing and abatement, equipment, Civic Art Program and contingency - **DISTRICT H - CASTILLO**

Background:

RECOMMENDATION: Award Construction Manager at Risk Contract and appropriate funds for the project.

SPECIFIC EXPLANATION: The General Services Department (GSD) recommends that City Council award a Construction Manager at Risk contract for Tellepsen Builders LP to provide construction phase services for the new Hispanic History Research Center for the Houston Public Library (HPL).

On October 4 and October 11, 2024, GSD advertised a Request for Proposals containing selection criteria that ranked proposers on project experience, key personnel, safety ratings, project approach and the construction phase fee for the project services. The proposals were received on October 31, 2024, and four firms responded. A selection committee comprised of GSD and HPL employees evaluated and shortlisted four firms, Tellepsen Builders, LP ranked highest in combined scores and offers the best value for the city based on the advertised criteria.

PROJECT LOCATION: 5803 Navigation Boulevard, Houston, TX 77011.

PROJECT DESCRIPTION: The project will build out approximately 26,000 sf in the existing building to create the Hispanic History Research Center. The facility will include an archive for sensitive materials and artifacts with an associated welcome desk and seating area for patrons to review historical documents, and a staff office. In addition, the project will include a HPL Express location offering flexible seating and meeting space and access to technology. There will be a gallery for temporary and rotating curated exhibitions. There will be a flexible meeting space for public programming for the community in collaboration with local organizations, artists, and influencers to co-host events or workshops.

FUNDING SUMMARY: It is recommended that City Council appropriate funds for construction phase services. The final cost of construction will be submitted to the Director for approval as part of the Guaranteed Maximum Price (GMP) proposal.

\$ 179,220.00	Pre-construction Phase Services
\$ 10,199,000.00	Construction Cost (Estimate)
<u>\$ 509,950.00</u>	5% Contingency Cost (Estimate)
\$ 10,888,170.00	Total Estimated Contract Services
\$ 100,000.00	Asbestos Testing & Abatement
\$ 80,096.00	Construction Materials Testing
\$ 2,000,000.00	Equipment
<u>\$ 178,483.00</u>	Civic Art (1.75%)
\$ 13,246,749.00	Total Funding

MWBE INFORMATION: Contract specific goals of 19.0% MBE and 6.00% WBE have been established for this contract. The construction manager will submit the list of proposed certified sub-contractors with the issuance of the GMP proposal.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the contractor provides health benefits to eligible employees but will pay into the Contractor Responsibility Fund for others, in compliance with City policy.

HIRE HOUSTON FIRST: The proposed contract requires compliance with the City's 'Hire Houston First' Ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed contractor meets the requirements of Hire Houston First.

FISCAL NOTE:

Estimated Fiscal Operating Impact

Project / Department	Current Fiscal Year FY25	Out Year FY26	Out Year FY27	Out Year FY28	Out Year FY29	Total
Hispanic History Research Center WBS No: E-000244	\$0	\$0	\$533,135	\$606,337	\$690,181	\$1,829,653

WBS No: E-000244

DIRECTOR'S SIGNATURE/DATE:

C. J. Messiah, Jr.
General Services Department

Sandy Gaw
Houston Public Library Department

Amount and Source of Funding:

\$ 13,246,749.00 Public Library Consolidated Construction Fund (4507)

Contact Information:

Enid M. Howard
Council Liaison
Phone: 832-393-8023

ATTACHMENTS:

Description	Type
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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District C

Item Creation Date: 5/9/2025

**25CONS622 - Appropriate Additional Funds to CMAR -
HFD Fire Station 16 Renovation**

Agenda Item#: 29.

Summary:

ORDINANCE appropriating additional \$3,549,000.00 out of Fire Consolidated Construction Fund for Houston Fire Department Station 16 Renovation Project; providing funding for Civic Art Program and contingencies - **DISTRICT C - KAMIN**

Background:

RECOMMENDATION: Appropriate additional funds for construction services.

SPECIFIC EXPLANATION: On September 15, 2021, by Ordinance No. 2021-793, City Council awarded a Construction Manager at Risk (CMAR) contract to Anslow Bryant Construction, Ltd. to provide pre-construction and construction phase services for the Houston Fire Department Station 16 Renovation project and appropriated \$3,939,000.00 for the project.

The project is currently in permit review and additional fire sprinklers are required. Due to this and the ongoing material supply chain shortage, which has caused continuous cost escalation, additional funding is required.

Therefore, the General Services Department recommends that City Council appropriate an additional sum of \$3,549,000.00 to the CMAR contract with Anslow Bryant Construction, Ltd. for pre-construction and construction phase services.

PROJECT LOCATION: 1700 Richmond Ave., Houston, TX 77098

PROJECT DESCRIPTION: This project will be a complete interior remodel of the existing Fire Station #16. The renovation will include approximately 6,000 existing total square feet plus approximately 2,500 new additional total square feet for an entire project area of 8,500 square feet for the two (2) story station. It will consist of selective demolition, new Mechanical, Electrical, Plumbing (MEP), Low Voltage systems, partial removal and replacement of existing roof and new roof on the new addition, a complete interior buildout with new finishes and site improvements, removal existing masonry and masonry furring, new foundation and existing foundation remediation repairs, new elevator, and fire sprinklers throughout the entire station. The project also includes a thorough constructability report to determine an accurate GMP that provides the best value to the City.

The design consultant is Brown Reynolds Watford Architects

FUNDING SUMMARY: It is recommended that City Council appropriate funds for construction phase services.

\$ 10,000.00	Pre-Construction Phase Services
\$ 3,166,891.00	Construction Cost (Estimate)
\$ 316,689.00	10% Contingency Cost (Estimate)
\$ 3,493,580.00	Total Estimated Contract Services
\$ 55,420.00	Civic Art (1.75%)
\$ 3,549,000.00	Total Funding

CONSTRUCTION GOALS: A 19% MBE goal and 11% WBE goal have been established for the construction phase services of this contract. The construction manager will submit the list of proposed certified sub-contractors with the issuance of the GMP proposal.

FISCAL NOTE:

Estimated Fiscal Operating Impact

Project	FY25	FY26	FY27	FY28	FY29	FY25- FY30 Total
HFD – Fire Station 16 Renovation Project	\$0	\$20,025.00	\$20,025.00	\$20,025.00	\$20,025.00	\$80,100.00

WBS No: C-000196-0001-4

DIRECTOR'S SIGNATURE/DATE:

C. J. Messiah, Jr.
General Services Department

Thomas Munoz
Houston Fire Department

Prior Council Action:

Ordinance No. 2021-793; Dated September 15, 2021

Amount and Source of Funding:

\$ 3,549,000.00 – Fire Consolidated Construction Fund (4500)

-
Previous Funding:

\$ 3,939,000.00 – Fire Consolidated Construction Fund (4500)

Contact Information:

Enid M. Howard

Council Liaison

Phone: 832-393-8023

ATTACHMENTS:

Description

Signed Coversheet

Maps

Type

Signed Cover sheet

Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District C

Item Creation Date: 5/9/2025

25CONS622 - Appropriate Additional Funds to CMAR - HFD Fire Station 16 Renovation

Agenda Item#: 44.

Background:

RECOMMENDATION: Appropriate additional funds for construction services.

SPECIFIC EXPLANATION: On September 15, 2021, by Ordinance No. 2021-793, City Council awarded a Construction Manager at Risk (CMAR) contract to Anslow Bryant Construction, Ltd. to provide pre-construction and construction phase services for the Houston Fire Department Station 16 Renovation project and appropriated \$3,939,000.00 for the project.

The project is currently in permit review and additional fire sprinklers are required. Due to this and the ongoing material supply chain shortage, which has caused continuous cost escalation, additional funding is required.

Therefore, the General Services Department recommends that City Council appropriate an additional sum of \$3,549,000.00 to the CMAR contract with Anslow Bryant Construction, Ltd. for pre-construction and construction phase services.

PROJECT LOCATION: 1700 Richmond Ave., Houston, TX 77098

PROJECT DESCRIPTION: This project will be a complete interior remodel of the existing Fire Station #16. The renovation will include approximately 6,000 existing total square feet plus approximately 2,500 new additional total square feet for an entire project area of 8,500 square feet for the two (2) story station. It will consist of selective demolition, new Mechanical, Electrical, Plumbing (MEP), Low Voltage systems, partial removal and replacement of existing roof and new roof on the new addition, a complete interior buildout with new finishes and site improvements, removal existing masonry and masonry furring, new foundation and existing foundation remediation repairs, new elevator, and fire sprinklers throughout the entire station. The project also includes a thorough constructability report to determine an accurate GMP that provides the best value to the City.

The design consultant is Brown Reynolds Watford Architects

FUNDING SUMMARY: It is recommended that City Council appropriate funds for construction phase services.

\$ 10,000.00	Pre-Construction Phase Services
\$ 3,166,891.00	Construction Cost (Estimate)
\$ 316,689.00	10% Contingency Cost (Estimate)
\$ 3,493,580.00	Total Estimated Contract Services
\$ 55,420.00	Civic Art (1.75%)
\$ 3,549,000.00	Total Funding

CONSTRUCTION GOALS: A 19% MBE goal and 11% WBE goal have been established for the construction phase services of this contract. The construction manager will submit the list of proposed certified sub-contractors with the issuance of the GMP proposal.

FISCAL NOTE:

Estimated Fiscal Operating Impact

Project	FY25	FY26	FY27	FY28	FY29	FY25-FY30 Total
HFD – Fire Station 16 Renovation Project	\$0	\$20,025.00	\$20,025.00	\$20,025.00	\$20,025.00	\$80,100.00

WBS No: C-000196-0001-4

DIRECTOR'S SIGNATURE/DATE:

DocuSigned by:
C. J. Messiah, Jr 5/9/2025
P8A499CD3106489...

C. J. Messiah, Jr.
General Services Department

Thomas Munoz
Houston Fire Department

Prior Council Action:
Ordinance No. 2021-793; Dated September 15, 2021

Amount and Source of Funding:
\$ 3,549,000.00 – Fire Consolidated Construction Fund (4500)

Previous Funding:
\$ 3,939,000.00 – Fire Consolidated Construction Fund (4500)

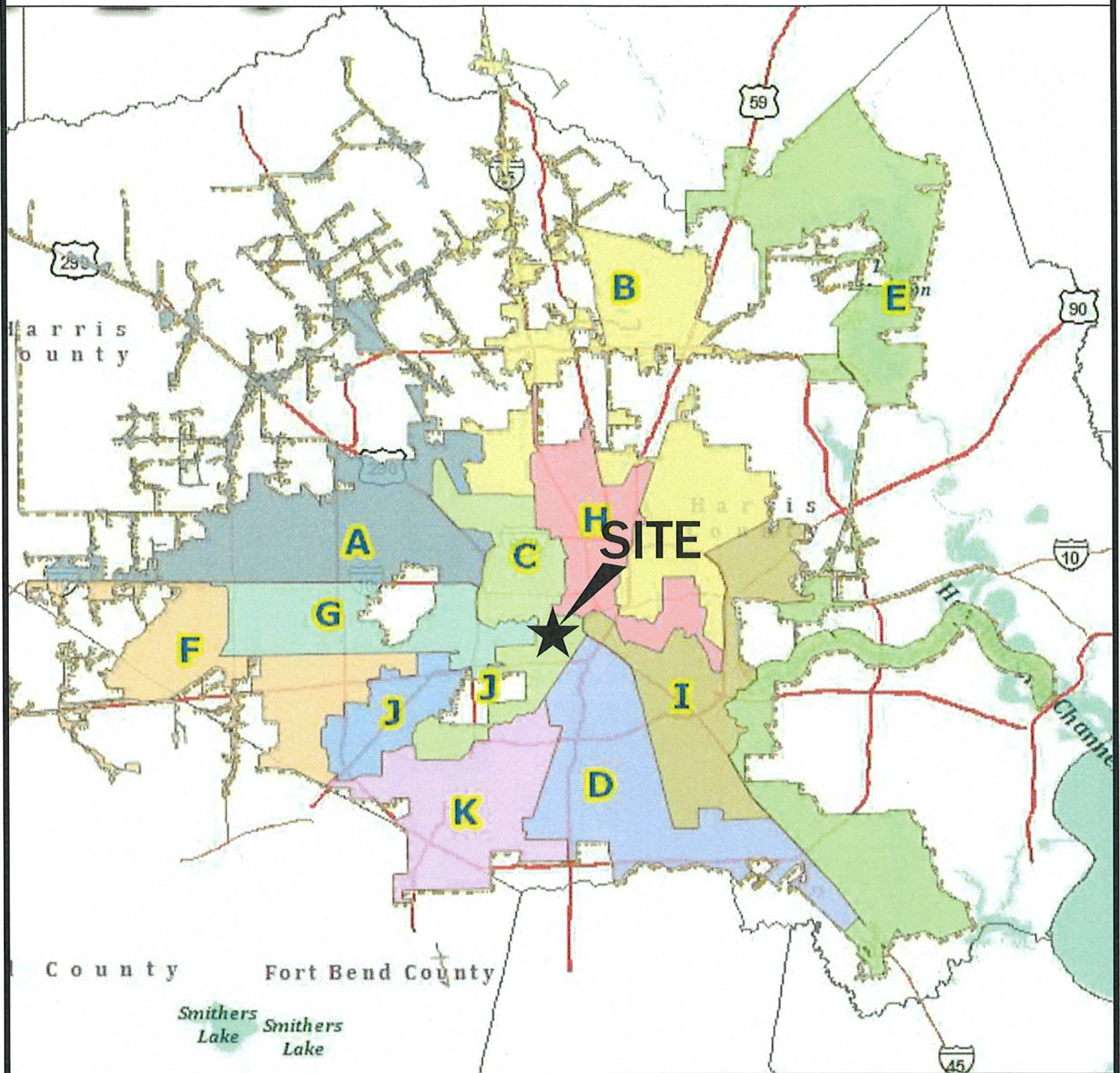
Contact Information:
Enid M. Howard
Council Liaison
Phone: 832-393-8023

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EH

ATTACHMENTS:

Description	Type
Maps	Backup Material
Previous Council Action_Ordinance RCA	Ordinance/Resolution/Motion
Tax Delinquent Report	Backup Material
CIP Form A	Financial Information

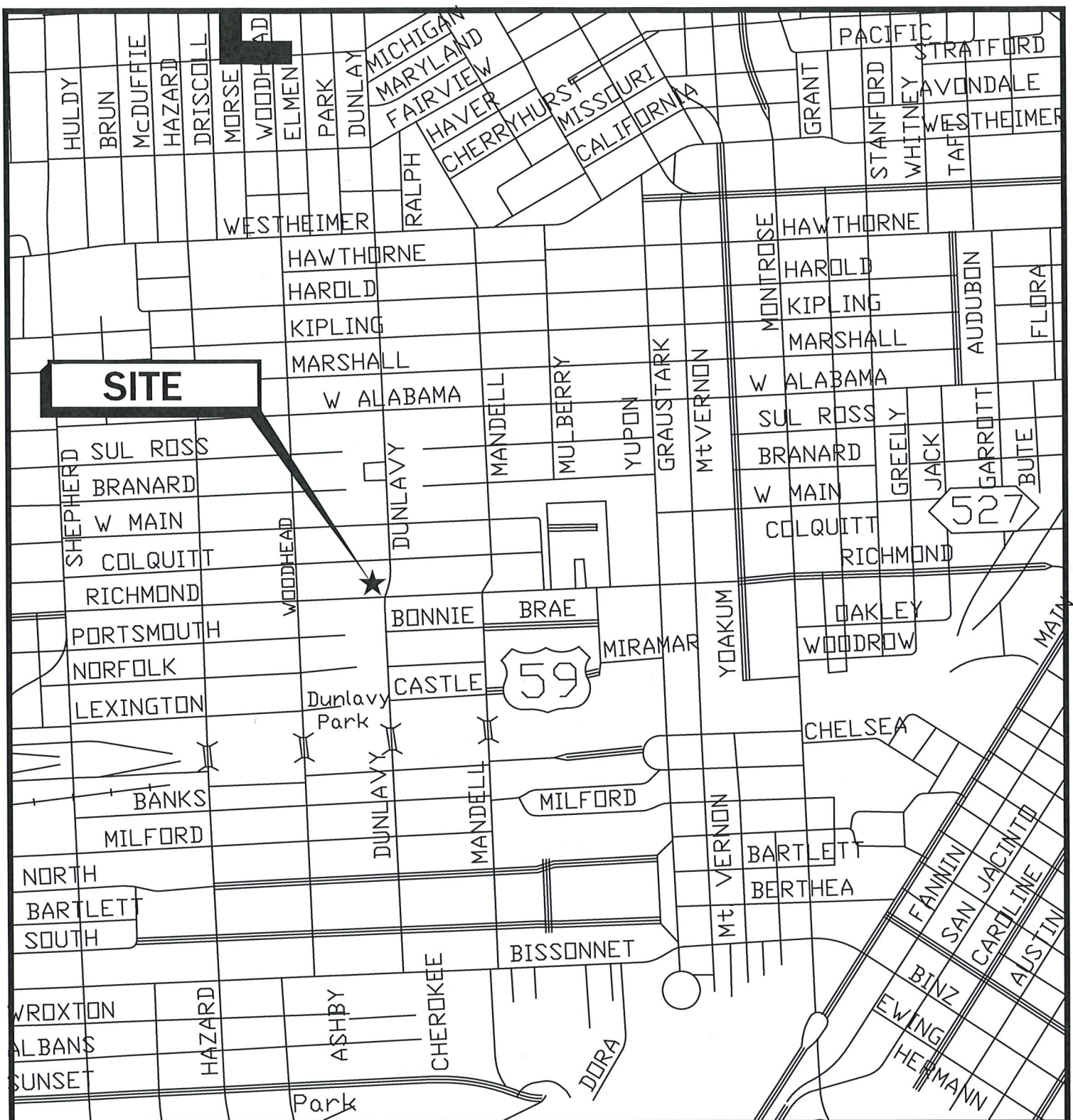
CITY OF HOUSTON
HARRIS COUNTY, TEXAS



**25CONS622 - HFD FIRE STATION 16 WITH CIVIC ART
1700 RICHMOND AVE. HOUSTON, TX 77098**

COUNCIL DISTRICT "C"

KEY MAP NO. 492W



**25CONS622 - HFD FIRE STATION 16 WITH CIVIC ART
1700 RICHMOND AVE. HOUSTON, TX 77098**

COUNCIL DISTRICT "C"

KEY MAP NO. 492W



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District H

Item Creation Date: 5/9/2025

25CONS619 - Appropriate Additional Funds to CMAR -
HFD Fire Station 31 Renovation Project

Agenda Item#: 30.

Summary:

ORDINANCE appropriating additional \$2,144,000.00 out of Fire Consolidated Construction Fund for Houston Fire Department Station 31 Renovation Project; providing funding for Civic Art Program and contingencies - **DISTRICT H - CASTILLO**

Background:

RECOMMENDATION: Appropriate additional funds for construction services.

SPECIFIC EXPLANATION: On February 16, 2022, by Ordinance No. 2022-117, City Council awarded a Construction Manager at Risk (CMAR) contract to Anslow Bryant Construction, Ltd. to provide pre-construction and construction phase services for the Houston Fire Department (HFD) Station 31 Renovation Project; and appropriated the \$5,176,000.00 for the project.

The project is currently in permit review and additional fire sprinklers are required. Due to this and the ongoing material supply chain shortage, which has caused continuous cost escalation, additional funding is required.

Therefore, the General Services Department recommends that City Council appropriate an additional sum of \$2,144,000.00 to the CMAR contract with Anslow Bryant Construction Ltd. for pre-construction and construction phase services.

PROJECT LOCATION: 222 West Crosstimbers, Houston, TX 77018

PROJECT DESCRIPTION: The project consists of a complete interior remodel of the existing Fire Station 31. The renovation will include approximately 6,045 existing total square feet plus approximately 2,445 new additional total square feet for a total project area of 8,490 square feet. It will consist of selective demolition; installation of new mechanical, electrical, plumbing (MEP), low voltage systems; removal and replacement of the entire roof; a complete interior buildout with new finishes and site improvements; removal of existing masonry and masonry furring; and foundation remediation repairs and installed fire sprinklers throughout the entire station. The three (3) apparatus bays of the fire station are expected to be fully operational throughout the entire renovation. The project scope includes a thorough constructability report to determine an accurate GMP that provides the best value to the City.

The design consultant is Archi*Technics/3+RDC Architects

FUNDING SUMMARY: It is recommended that City Council appropriate funds for construction phase services.

\$ 10,000.00	Pre-Construction Phase Services
\$ 1,909,620.00	Construction Cost (Estimate)
\$ 190,962.00	10% Contingency Cost (Estimate)
\$ 2,110,582.00	Total Estimated Contract Services
\$ 33,418.00	Civic Art (1.75%)
\$ 2,144,000.00	Total Funding

CONSTRUCTION GOALS: A 19% MBE goal and 11% WBE goal have been established for the construction phase services of this contract. The construction manager will submit the list of proposed certified sub-contractors with the issuance of the GMP proposal.

FISCAL NOTE:

Estimated Fiscal Operating Impact

Project	FY25	FY26	FY27	FY28	FY29	FY25-FY30 Total
HFD – Fire Station 31 Renovation Project	\$0	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$80,000.00

WBS No: C-000195-0003-4

DIRECTOR'S SIGNATURE/DATE:

C. J. Messiah, Jr.
General Services Department

Thomas Munoz
Houston Fire Department

Prior Council Action:

Ordinance No. 2022-117; Dated February 16, 2022

Amount and Source of Funding:

\$ 2,144,000.00 – Fire Consolidated Construction Fund (4500)

Previous Funding:

\$ 5,176,000.00 – Fire Consolidated Construction Fund (4500)

Contact Information:

Enid M. Howard
Council Liaison
Phone: 832-393-8023

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District H

Item Creation Date: 5/9/2025

25CONS619 - Appropriate Additional Funds to CMAR - HFD Fire Station 31 Renovation Project

Agenda Item#: 42.

Summary:

Background:

RECOMMENDATION: Appropriate additional funds for construction services.

SPECIFIC EXPLANATION: On February 16, 2022, by Ordinance No. 2022-117, City Council awarded a Construction Manager at Risk (CMAR) contract to Anslow Bryant Construction, Ltd. to provide pre-construction and construction phase services for the Houston Fire Department (HFD) Station 31 Renovation Project; and appropriated the \$5,176,000.00 for the project.

The project is currently in permit review and additional fire sprinklers are required. Due to this and the ongoing material supply chain shortage, which has caused continuous cost escalation, additional funding is required.

Therefore, the General Services Department recommends that City Council appropriate an additional sum of \$2,144,000.00 to the CMAR contract with Anslow Bryant Construction Ltd. for pre-construction and construction phase services.

PROJECT LOCATION: 222 West Crosstimbers, Houston, TX 77018

PROJECT DESCRIPTION: The project consists of a complete interior remodel of the existing Fire Station 31. The renovation will include approximately 6,045 existing total square feet plus approximately 2,445 new additional total square feet for a total project area of 8,490 square feet. It will consist of selective demolition; installation of new mechanical, electrical, plumbing (MEP), low voltage systems; removal and replacement of the entire roof; a complete interior buildout with new finishes and site improvements; removal of existing masonry and masonry furring; and foundation remediation repairs and installed fire sprinklers throughout the entire station. The three (3) apparatus bays of the fire station are expected to be fully operational throughout the entire renovation. The project scope includes a thorough constructability report to determine an accurate GMP that provides the best value to the City.

The design consultant is Archi*Technics/3+RDC Architects

FUNDING SUMMARY: It is recommended that City Council appropriate funds for construction phase services.

\$ 10,000.00	Pre-Construction Phase Services
\$ 1,909,620.00	Construction Cost (Estimate)
\$ 190,962.00	10% Contingency Cost (Estimate)
\$ 2,110,582.00	Total Estimated Contract Services
\$ 33,418.00	Civic Art (1.75%)
\$ 2,144,000.00	Total Funding

CONSTRUCTION GOALS: A 19% MBE goal and 11% WBE goal have been established for the construction phase services of this contract. The construction manager will submit the list of proposed certified sub-contractors with the issuance of the GMP proposal.

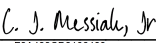
FISCAL NOTE:

Estimated Fiscal Operating Impact

Project	FY25	FY26	FY27	FY28	FY29	FY25-FY30 Total
HFD – Fire Station 31 Renovation Project	\$0	\$20,000.00	\$20,000.00	\$20,000.00	\$20,000.00	\$80,000.00

WBS No: C-000195-0003-4

DIRECTOR'S SIGNATURE/DATE:

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5/9/2025

C. J. Messiah, Jr.
General Services Department

Thomas Munoz
Houston Fire Department

Prior Council Action:

Ordinance No. 2022-117; Dated February 16, 2022

Amount and Source of Funding:

\$ 2,144,000.00 – Fire Consolidated Construction Fund (4500)

Previous Funding:

\$ 5,176,000.00 – Fire Consolidated Construction Fund (4500)

Contact Information:

Enid M. Howard
Council Liaison
Phone: 832-393-8023

DS



ATTACHMENTS:

Description	Type
Maps	Backup Material
Maps	Backup Material
Ordinance	Ordinance/Resolution/Motion
Tax Delinquent Report	Backup Material
CIP Form A	Financial Information



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date:

Doc 119724006 - Drive Shaft and Power Take-off Repair
Services (Chalk's Truck Parts, Inc. dba Randy's Driveshaft
Service) - ORDINANCE

Agenda Item#: 31.

Summary:

ORDINANCE approving and authorizing contract between City of Houston and **CHALK'S TRUCK PARTS, INC dba RANDY'S DRIVESHAFT SERVICE** for Driveshaft and Power Take-Off Repair Services for the Fleet Management Department - 3 Years with 2 one-year options - \$591,901.92 - Fleet Management Fund

Background:

Sole Bid Received December 19, 2024, for P26-Doc119724006 - Approve an ordinance awarding a contract to Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service in an amount not to exceed \$591,901.92 for drive shaft and power take-off repair services for a three (3) year term with two (2) one-year options for the Fleet Management Department

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve an ordinance authorizing an agreement between the City of Houston and **Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service** in an amount not to exceed **\$591,901.92** for the purchase of drive shafts, power take-offs, and hydraulic repair services for the Fleet Management Department for a **three (3) year term with two (2) one-year options**.

The scope of work requires the contractor to provide drive shafts and power take-off services, and furnish all the necessary labor, personnel, supervision, equipment, parts, materials, supplies, tools, and cleanup for the Fleet Management Department.

This project was advertised in accordance with the requirements of the State of Texas bid laws. Four prospective bidders downloaded the solicitation document from the SAP Business Network Discovery (Ariba) website, and one bid was received.

Subsequent to receipt of the bid, the Strategic Procurement Division contacted potential bidders to determine the reason for the limited response to the ITB. Potential bidders stated that they were not in the core business of providing these services.

Group 1 is not being awarded. The items will be purchased on an as needed basis.

MWBE Subcontracting:

Zero percentage goal-document approved by the Office of Business Opportunity.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, **Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service** does not meet the requirements for HHF designation; no HHF firms were within three percent.

Pay or Play Program:

The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, **Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service** has elected to play and will provide health benefits to eligible employees in compliance with City policy.

Fiscal Note:

Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield/Chief Procurement Officer
Signature
Finance/Strategic Procurement Division

Department Approval Authority

ESTIMATED SPENDING AUTHORITY

Department	FY2025	Out Years	Total
Fleet Management	\$101,884.85	\$490,017.07	\$591,901.92

Amount and Source of Funding:

\$591,901.92 - Fleet Management Fund (1005)

Contact Information:

Desiree Heath	SPD	832-393-8742
Candice Gambrell	SPD	832-393-9129
Jedediah Greenfield	SPD	832-393-9126

ATTACHMENTS:**Description**

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date:

Doc 119724006 - Drive Shaft and Power Take-off Repair Services (Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service) - ORDINANCE

Agenda Item#: 6.

Background:

Sole Bid Received December 19, 2024, for P26-Doc119724006 - Approve an ordinance awarding a contract to Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service in an amount not to exceed \$591,901.92 for drive shaft and power take-off repair services for a three (3) year term with two (2) one-year options for the Fleet Management Department

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve an ordinance authorizing an agreement between the City of Houston and **Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service** in an amount not to exceed **\$591,901.92** for the purchase of drive shafts, power take-offs, and hydraulic repair services for the Fleet Management Department for a **three (3) year term with two (2) one-year options**.

The scope of work requires the contractor to provide drive shafts and power take-off services, and furnish all the necessary labor, personnel, supervision, equipment, parts, materials, supplies, tools, and cleanup for the Fleet Management Department.

This project was advertised in accordance with the requirements of the State of Texas bid laws. Four prospective bidders downloaded the solicitation document from the SAP Business Network Discovery (Ariba) website, and one bid was received.

Subsequent to receipt of the bid, the Strategic Procurement Division contacted potential bidders to determine the reason for the limited response to the ITB. Potential bidders stated that they were not in the core business of providing these services.

Group 1 is not being awarded. The items will be purchased on an as needed basis.

MWBE Subcontracting:

Zero percentage goal-document approved by the Office of Business Opportunity.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, **Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service** does not meet the requirements for HHF designation; no HHF firms were within three percent.

Pay or Play Program:

The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, **Chalk's Truck Parts, Inc. dba Randy's Driveshaft Service** has elected to play and will provide health benefits to eligible employees in compliance with City policy.

Fiscal Note:

Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

4/30/2025

**Jereediah Greenfield/Chief Procurement Officer
Finance/Strategic Procurement Division**

DocuSigned by:

5/1/2025

Department Approval Authority Signature

ESTIMATED SPENDING AUTHORITY

Department	FY2025	Out Years	Total
Fleet Management	\$101,884.85	\$490,017.07	\$591,901.92

Amount and Source of Funding:

\$591,901.92 - Fleet Management Fund (1005)

Contact Information:

Desiree Heath	SPD	832-393-8742
Candice Gambrell	SPD	832-393-9129
Jedediah Greenfield	SPD	832-393-9126

ATTACHMENTS:

Description

Bid Tab
Form A
Conflict of Interest
Pay or Play Forms
Ownership Form
1295 Form
Certification of Funds
MWBE 0% Approval

Type

Backup Material
Financial Information
Backup Material
Backup Material
Backup Material
Backup Material
Financial Information
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date:

Doc1282981668 - Designated Aviation Channeling Services
- ORDINANCE (Airport Research and Development
Foundation d/b/a Transportation Security Clearinghouse)

Agenda Item#: 32.

Summary:

ORDINANCE approving and authorizing contract between City of Houston and **AIRPORT RESEARCH AND DEVELOPMENT FOUNDATION d/b/a TRANSPORTATION SECURITY CLEARINGHOUSE** for Designated Aviation Channeling Services for the Houston Airport System; providing a maximum contract amount - 3 Years with 2 one-year options - \$1,665,000.00 - Enterprise Fund

Background:

Request for Proposals Received on November 14, 2024 for S19-Doc1282981668 - Approve an ordinance awarding a contract to Airport Research and Development Foundation d/b/a Transportation Security Clearinghouse in an amount not to exceed \$1,665,000.00 for designated aviation channeling services for the Houston Airport System.

Specific Explanation:

The Director of the Houston Airport System and the Chief Procurement Officer recommend that City Council approve an ordinance awarding a **three-year contract, with two one-year options to Airport Research and Development Foundation d/b/a Transportation Security Clearinghouse** in an amount not to exceed **\$1,665,000.00** for Designated Aviation Channeling services for the Houston Airport System.

The scope of work requires the Contractor to provide all labor, management, personnel, supervision, materials, equipment, incidentals, insurance, and transportation necessary to perform security background checks for HAS. Specifically, for new badge applicants, Criminal History Records Checks (CHRC's), Security Threat Assessments (STA's), and Customs and Border Protection (CBP) for aviation workers, aircraft operators, and other specified groups, as well as RAPBACK, a continual vetting program to cover re-badge applicants. The TSA has established Designated Aviation Channeling Services providers to support this regulatory requirement.

This project was advertised in accordance with the requirements of the State of Texas bid laws. One (1) proposal was received from Airport Research and Development Foundation d/b/a Transportation Security Clearinghouse. The evaluation committee was comprised of three (3) evaluators from the Houston Airport System (HAS).

The proposals were evaluated based upon the following criteria.

- Strategy and Operational Plan
- Experience and Qualifications
- Customer Support
- Technical Plan
- Fee Schedule

Airport Research and Development Foundation d/b/a Transportation Security Clearinghouse was deemed the best respondent.

M/WBE Participation:

Zero-Percent goal document approved by the Office of Business Opportunity.

Pay or Play Program:

The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, Airport Research and Development Foundation d/b/a Transportation Security Clearinghouse provides health benefits for eligible employees in compliance with City Policy.

Hire Houston First:

The proposed contract requires compliance with the City's Hire Houston First (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, Airport Research and Development Foundation d/b/a Transportation Security Clearinghouse does not meet the requirements for HHF designation; no HHF firms were within three percent.

Fiscal Note:

Funding for this item will be included in the FY2026 Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority

ESTIMATED SPENDING AUTHORITY

Department	FY26	Out-Years	Total Amount
Houston Airport System	\$333,000.00	\$1,332,000.00	\$1,665,000.00

Amount and Source of Funding:

\$1,665,000.00 – HAS Revenue Fund (8001)

Contact Information:

NAME:	DEPARTMENT/DIVISION	PHONE
Barbara Fisher, Division Manager	FIN/SPD	832.393.8722
Yesenia Chuca, Deputy Assistant Director	FIN/SPD	832.393.8727

Jedediah Greenfield, Chief Procurement
Officer

FIN/SPD

832.393.9126

ATTACHMENTS:

Description

Type



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date:

T29074.A2 - Prescription Services for Older Adults - ORDINANCE

Agenda Item#: 33.

Summary:

ORDINANCE amending Ordinance No. 2020-0289 and approving and authorizing first amendment contract with **MED SCRIPTS PHARMACY CORPORATION** to increase maximum contract amount and to extend contract term for Prescription Services for seniors through Harris County Area Agency on Aging for the Houston Health Department; containing provisions relating to the subject; and declaring the City's eligibility for such Grant - \$500,000.00 - Grant Fund

Background:

P20-T29074.A2 – Approve an ordinance authorizing an amendment to Ordinance No. 2020-0289, passed on April 1, 2020 (previously amended by Ordinance No. 2023-0959), to increase the maximum contract amount from \$500,000.00 to \$1,040,000.00; approving and authorizing a first amendment to Contract No. 4600016010 between the City of Houston and Med Scripts Pharmacy Corporation to extend the contract term through April 5, 2026 for prescription services for seniors through the Harris County Area Agency on Aging for the Houston Health Department.

Specific Explanation:

The Director of the Houston Health Department (HHD) and the Chief Procurement Officer recommend that the City Council approve an ordinance authorizing an amendment to Ordinance No. 2020-0289, passed on April 1, 2020 (previously amended by Ordinance No. 2023-0959, passed November 8, 2023), to increase the maximum contract amount from \$500,000.00 to \$1,040,000.00; approving and authorizing a first amendment to Contract No. 4600016010 between the City of Houston and Med Scripts Pharmacy Corporation to extend the contract term through April 5, 2026 for prescription services for seniors through the Harris County Area Agency on Aging for HHD.

The contract was awarded on April 1, 2020, by Ordinance No. 2020-0289 for a three (3) year term with two (2) one-year renewal options for a maximum contract amount of \$162,500.00. On November 8, 2023, by Ordinance No. 2023-0959, the maximum contract amount was increased by \$337,500.00 for a new maximum contract amount of \$500,000.00 due to the increased demand for prescription assistance.

HHD has received additional grant funding for its services, which will sustain HHD throughout the remainder of the extended contract term. The City is currently in the process of finalizing a new competitive procurement for these services and expects to have a new contract in place before the amended term of the current contract expires.

The scope of work requires the contractor to provide all equipment, labor, materials, parts, tools,

expendable supplies, vehicles, and supervision necessary to process, dispense, and deliver all prescribed medication, equipment, and supplies to older adults, 60 years or older, who reside in the Harris County area. Also, the Contractor shall provide service(s) to consumers who have been authorized by the Harris County Area Agency on Aging (HCAAA) staff in accordance with the requirements outlined in the Agreement.

The City, as designated by Health and Human Services Commission (HHSC), has full authority and responsibility for funds and services authorized under Title III of the Older Americans Act of 1965, as amended. These funds are disbursed by the U.S. Department of Health and Human Services through the Texas Health and Human Services Commission and administered by the Houston Health Department's (HHD) Harris County Area Agency on Aging (HCAAA). The HCAAA assists older adults, 60 years or older, who reside in the Harris County area with the procurement of medical prescriptions, equipment and/or supplies.

MWBE Participation:

MWBE Zero percent goal document approved by the Office of Business Opportunity.

Fiscal Note:

No Fiscal Note is required on grant items.

Jedediah Greenfield
Chief Procurement Officer
Finance/Strategic Procurement Division

Department Approval Authority

Estimated Spending Authority			
Departments	FY2025	Out-Years	Total
Houston Health Department		\$540,000.00	\$540,000.00

Prior Council Action:

Ordinance No. 2020-0289, passed April 1, 2020

Ordinance No. 2023-0959, passed November 8, 2023

Amount and Source of Funding:

\$540,000.00 - Fed/Local/State/Pass - Grant Fund (5030)

Contact Information:

NAME:	DEPARTMENT/DIVISION	PHONE
Veronica Pacheco, Division Manager	FIN/SPD	(832)393-9151
Candice Gambrell, Assistant Director	FIN/SPD	(832)393-9129
Jedediah Greenfield, Chief Procurement Officer	FIN/SPD	(832)393-9126

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date:

T29074.A2 - Prescription Services for Older Adults - ORDINANCE

Agenda Item#: 32.

Summary:

NOT A REAL CAPTION

ORDINANCE authorizing an amendment to Ordinance No. 2020-0289, passed on April 1, 2020 (previously amended by Ordinance No. 2023-0959, passed November 8, 2023), to increase the maximum contract amount from \$500,000.00 to \$1,040,000.00; approving and authorizing a first amendment to Contract No. 4600016010 between the City of Houston and **MED SCRIPTS PHARMACY CORPORATION** to extend the contract term through April 5, 2026 for prescription services for seniors through the Harris County Area Agency on Aging for the Houston Health Department.

Background:

P20-T29074.A2 – Approve an ordinance authorizing an amendment to Ordinance No. 2020-0289, passed on April 1, 2020 (previously amended by Ordinance No. 2023-0959), to increase the maximum contract amount from \$500,000.00 to \$1,040,000.00; approving and authorizing a first amendment to Contract No. 4600016010 between the City of Houston and Med Scripts Pharmacy Corporation to extend the contract term through April 5, 2026 for prescription services for seniors through the Harris County Area Agency on Aging for the Houston Health Department.

Specific Explanation:

The Director of the Houston Health Department (HHD) and the Chief Procurement Officer recommend that the City Council approve an ordinance authorizing an amendment to Ordinance No. 2020-0289, passed on April 1, 2020 (previously amended by Ordinance No. 2023-0959, passed November 8, 2023), to increase the maximum contract amount from \$500,000.00 to \$1,040,000.00; approving and authorizing a first amendment to Contract No. 4600016010 between the City of Houston and Med Scripts Pharmacy Corporation to extend the contract term through April 5, 2026 for prescription services for seniors through the Harris County Area Agency on Aging for HHD.

The contract was awarded on April 1, 2020, by Ordinance No. 2020-0289 for a three (3) year term with two (2) one-year renewal options for a maximum contract amount of \$162,500.00. On November 8, 2023, by Ordinance No. 2023-0959, the maximum contract amount was increased by \$337,500.00 for a new maximum contract amount of \$500,000.00 due to the increased demand for prescription assistance.

HHD has received additional grant funding for its services, which will sustain HHD throughout the remainder of the extended contract term. The City is currently in the process of finalizing a new competitive procurement for these services and expects to have a new contract in place before the amended term of the current contract expires.

The scope of work requires the contractor to provide all equipment, labor, materials, parts, tools, expendable supplies, vehicles, and supervision necessary to process, dispense, and deliver all prescribed medication, equipment, and supplies to older adults, 60 years or older, who reside in the Harris County area. Also, the Contractor shall provide service(s) to consumers who have been authorized by the Harris County Area Agency on Aging (HCAAA) staff in accordance with the requirements outlined in the Agreement.

The City, as designated by Health and Human Services Commission (HHSC), has full authority and responsibility for funds and services authorized under Title III of the Older Americans Act of 1965, as amended. These funds are disbursed by the U.S. Department of Health and Human Services through the Texas Health and Human Services Commission and administered by the Houston Health Department's (HHD) Harris County Area Agency on Aging (HCAAA). The HCAAA assists older adults, 60 years or older, who reside in the Harris County area with the procurement of medical prescriptions, equipment and/or supplies.

MWBE Participation:

MWBE Zero percent goal document approved by the Office of Business Opportunity.

Fiscal Note:

No Fiscal Note is required on grant items.

DocuSigned by:

5/15/2025

Jonathan Greenfield

Chief Procurement Officer

Finance/Strategic Procurement Division

DocuSigned by:

5/15/2025

Department Approval Authority

Estimated Spending Authority			
Departments	FY2025	Out-Years	Total
Houston Health Department		\$540,000.00	\$540,000.00

Prior Council Action:

Ordinance No. 2020-0289, passed April 1, 2020
Ordinance No. 2023-0959, passed November 8, 2023

Amount and Source of Funding:

\$540,000.00 - Fed/Local/State/Pass - Grant Fund (5030)

Contact Information:

NAME:	DEPARTMENT/DIVISION	PHONE
Veronica Pacheco, Division Manager	FIN/SPD	(832)393-9151
Candice Gambrell, Assistant Director	FIN/SPD	(832)393-9129
Jedediah Greenfield, Chief Procurement Officer	FIN/SPD	(832)393-9126

ATTACHMENTS:

Description	Type
Original Ordinance No. 2020-0289	Ordinance/Resolution/Motion
Original RCA	Backup Material
OBO Waiver	Backup Material
Original Contract	Signed Cover sheet
Ordinance No. 2023-0959	Ordinance/Resolution/Motion
RCA for Increase Funds	Backup Material
COF	Financial Information
Ownership Affidavit	Backup Material
Conflict of Interest	Backup Material
Form 1295	Backup Material
HCAD Report	Other
Second Amendment	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/6/2025

T24217.A3 Unpaid Account Collection Services (Linebarger
Goggan Blair & Sampson LLP) - ORDINANCE

Agenda Item#: 34.

Summary:

ORDINANCE approving and authorizing second amendment to Professional Services Agreement with **LINEBARGER, GOGGAN, BLAIR & SAMPSON, LLP** for Unpaid Collection Services for the Municipal Courts Department to extend the term of the contract - 6 Months - Revenue

Background:

T24217.A3 – Approve an ordinance authorizing a second amendment to the Master Agreement No. C75801 between the City of Houston and Linebarger, Goggan, Blair, & Sampson, LLP (approved by Ordinance No. 2014-518 on May 28, 2014) to extend the contract term from June 10, 2025, to December 10, 2025, for continued unpaid account collection services for the Municipal Courts Department.

Specific Explanation:

The Director and Presiding Judge of the Municipal Courts Department and the Chief Procurement Officer recommend that City Council approve an ordinance authorizing a second amendment to the contract between City of Houston and **Linebarger, Goggan, Blair, & Sampson, LLP**, to extend the contract term from **June 10, 2025, to December 10, 2025**, for continued unpaid account collection services for the Municipal Courts Department.

The contract was awarded on May 28, 2014, by Ordinance No. 2014-518 for a five (5) year term with an option for City Council to authorize the Director of the Municipal Courts Department to extend the agreement for an additional term of five (5) years. On May 15, 2019, by Ordinance 2019-0367, the Director of the Municipal Courts Department and the Chief Procurement Officer sought City Council approval to extend the contract term an additional five (5) years from June 10, 2019, to June 10, 2024. On May 8, 2024, a First Amendment was approved pursuant to Ordinance No. 2024-303, which extended the contract term to June 10, 2025. This second amendment will extend the contract term for an additional six (6) months, from June 10, 2025, to December 10, 2025, to allow the Municipal Courts Department to continue to receive revenue collection services for unpaid delinquent accounts until a new award is presented to City Council, which is currently in progress.

The contract requires the service provider to collect unpaid collection accounts for the Municipal Courts Department. The Department Director is authorized to issue specific Letters of Engagement to Linebarger, Goggan, Blair, & Sampson, LLP for assigning accounts, establishing

fees, and setting our metrics for achieving acceptable collection rates or reassignment of accounts.

M/WBE Participation:

This contract was awarded with a 15% goal for M/WBE participation, and Linebarger, Goggan, Blair, & Sampson, LLP is currently achieving 48.3%. The Office of Business Opportunity will continue to monitor this award.

Fiscal Note:

There is no impact to the fiscal budget or no additional spending authority. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Jedidiah Greenfield, Chief Procurement Officer
Finance/ Strategic Procurement Division

Nelly Trevino Santos, Director & Presiding Judge
Municipal Courts Department

Prior Council Action:

Ordinance No. 2014-518; approved by City Council on May 28, 2014.

Ordinance No. 2019-367; approved by City Council on May 15, 2019.

Ordinance No. 2024-303; approved by City Council on May 8, 2024.

Amount and Source of Funding:

REVENUE CONTRACT

Contact Information:

Name	Dept/Division	Phone No.:
Derek Kent, Division Manager	Finance/ SPD	(832) 393-8733
Yesenia Chuca, Deputy Assistant Director	Finance/ SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance / SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/ SPD	(832) 393-9126

ATTACHMENTS:

Description

Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/6/2025

T24217.A3 Unpaid Account Collection Services (Linebarger Goggan Blair & Sampson LLP) - ORDINANCE

Agenda Item#: 26.

Background:

T24217.A3 – Approve an ordinance authorizing a second amendment to the Master Agreement No. C75801 between the City of Houston and Linebarger, Goggan, Blair, & Sampson, LLP (approved by Ordinance No. 2014-518 on May 28, 2014) to extend the contract term from June 10, 2025, to December 10, 2025, for continued unpaid account collection services for the Municipal Courts Department.

Specific Explanation:

The Director and Presiding Judge of the Municipal Courts Department and the Chief Procurement Officer recommend that City Council approve an ordinance authorizing a second amendment to the contract between City of Houston and **Linebarger, Goggan, Blair, & Sampson, LLP**, to extend the contract term from **June 10, 2025, to December 10, 2025**, for continued unpaid account collection services for the Municipal Courts Department.

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The contract requires the service provider to collect unpaid collection accounts for the Municipal Courts Department. The Department Director is authorized to issue specific Letters of Engagement to Linebarger, Goggan, Blair, & Sampson, LLP for assigning accounts, establishing fees, and setting our metrics for achieving acceptable collection rates or reassignment of accounts.

M/WBE Participation:

This contract was awarded with a 15% goal for M/WBE participation, and Linebarger, Goggan, Blair, & Sampson, LLP is currently achieving 48.3%. The Office of Business Opportunity will continue to monitor this award.

Fiscal Note:

There is no impact to the fiscal budget or no additional spending authority. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

A blue ink signature of Jedidiah Greenfield.

6121834A077C41A...

Jedidiah Greenfield, Chief Procurement Officer
Finance/ Strategic Procurement Division

DocuSigned by:

A blue ink signature of Nelly Trevino Santos.

0CB37E28E2EA44A...

Nelly Trevino Santos, Director & Presiding Judge
Municipal Courts Department

Prior Council Action:

Ordinance No. 2014-518; approved by City Council on May 28, 2014.
Ordinance No. 2019-367; approved by City Council on May 15, 2019.
Ordinance No. 2024-303; approved by City Council on May 8, 2024.

Amount and Source of Funding:

REVENUE CONTRACT

Contact Information:

Name	Dept/Division	Phone No.:
Derek Kent, Division Manager	Finance/ SPD	(832) 393-8733
Yesenia Chuca, Deputy Assistant Director	Finance/ SPD	(832) 393-8727
Candice Gambrell, Assistant Director	Finance / SPD	(832) 393-9129
Jedediah Greenfield, Chief Procurement Officer	Finance/ SPD	(832) 393-9126

ATTACHMENTS:

Description	Type
Master Agreement No. C75801	Backup Material
RCA T24217	Backup Material
RCA T24217.A1	Backup Material
RCA T24217.A2	Backup Material
Ordinance No. 2014-518	Backup Material
Ordinance No. 2019-367	Backup Material
Ordinance No. 2024-303	Backup Material
Ownership Information Form (OIF)	Backup Material
Conflict of Interest Questionnaire	Backup Material
Clear Tax Report	Backup Material
MWBE Goal Document	Backup Material
MWBE Verification	Backup Material
SAP Outline Agreement Snapshot	Backup Material
Coversheet	Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District H, District I

Item Creation Date: 5/8/2025

MYR - Main St Promenade Street Closure

Agenda Item#: 35.

Summary:

ORDINANCE closing certain northbound and southbound Motor Vehicle Traffic Lanes on Main Street between Rusk St. and Commerce St., excepting southbound traffic lane of Main St. between Franklin St. and Congress St., for Pedestrian Improvements and Public Outdoor Spaces - **DISTRICT H - CASTILLO and I - MARTINEZ**

Background:

Recommendation:

City Council approval is recommended for an ordinance authorizing the permanent street closure of certain blocks of Main Street to motor vehicle traffic, between Rusk Street and Commerce Street. The southbound traffic lane of the 200 block of Main Street, between Congress and Franklin Streets, will remain open. This ordinance supports the implementation of the Main Street Promenade Project (the "Promenade"), which aims to enhance public outdoor spaces and create a more pedestrian-friendly environment along the corridor.

Background:

The City Council previously authorized the permanent closure of this part of Main Street with the "More Space: Main Street Program" in March 2023 (Ord. No. 2023-199). While the More Space Program and the proposed Promenade share several similarities, including transforming the street's roadway space into a "reclaimed pedestrian area", there are differences that require a new ordinance to reauthorize the street closure.

Since 2023, Downtown Houston+ (DH+) has collaborated with area stakeholders to identify ways to enhance this section of Main Street and advance the goals of the More Space Program. Through the engagement process, four significant changes were identified to transform the More Space Program into the Promenade concept.

1. **Maintenance.** DH+ will manage and maintain the Promenade, ensuring consistency along the corridor, rather than leaving maintenance to individual businesses.
2. **Accessibility.** The Promenade design will elevate the street to create a level, pedestrian-friendly area.
3. **Placemaking.** The Promenade design will create a distinct corridor identity featuring flexible and comfortable public spaces.

4. **Shade.** The Promenade design will increase tree cover and add shade structures to reduce ambient temperatures.

Construction for this project is scheduled to begin in June 2025 and is expected to be completed by summer 2026, coinciding with the World Cup festivities.

This design and project overview for the Promenade was presented to the Economic Development Committee on March 19, 2025, and a public hearing on the street closure was held at the City Council meeting on May 7, 2025.

Gwendolyn Tillotson-Bell
Chief Economic Development Officer
832.393.0937

Prior Council Action:

Ord. 2020-986
Ord. 2022-97
Ord. 2023-199

Contact Information:

Brian Crimmins
Special Projects Manager
Mayor's Office
832.393.1044

ATTACHMENTS:

Description

Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District H, District I

Item Creation Date: 5/8/2025

MYR - Main St Promenade Street Closure

Agenda Item#: 8.

Background:

Recommendation:

City Council approval is recommended for an ordinance authorizing the permanent street closure of certain blocks of Main Street to motor vehicle traffic, between Rusk Street and Commerce Street. The southbound traffic lane of the 200 block of Main Street, between Congress and Franklin Streets, will remain open. This ordinance supports the implementation of the Main Street Promenade Project (the "Promenade"), which aims to enhance public outdoor spaces and create a more pedestrian-friendly environment along the corridor.

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This design and project overview for the Promenade was presented to the Economic Development Committee on March 19, 2025, and a public hearing on the street closure was held at the City Council meeting on May 7, 2025.

Signed by:

A handwritten signature in blue ink that reads "Gwendolyn Tillotson-Bell".

16A39551BAE24DE...

Gwendolyn Tillotson-Bell

Chief Economic Development Officer

832.393.0937

Prior Council Action:

Ord. 2020-986

Ord. 2022-97

Ord. 2023-199

Contact Information:

Brian Crimmins

Special Projects Manager

Mayor's Office

832.393.1044





CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date: 5/15/2025

HPD-2025 Meet & Confer Agreement

Agenda Item#: 36.

Summary:

ORDINANCE amending City of Houston Ordinance No. 2022-0221 relating to Employment Conditions, Compensation and Benefits of Classified Police Officers of the City of Houston; Ratifying the 2025 Meet and Confer Agreement between the City of Houston and the **HOUSTON POLICE OFFICERS' UNION**, and containing other provisions relating to the foregoing subject; suspending the operation of certain ordinances; providing for severability

Background:

Through the meet and confer process the City of Houston and the Houston Police Officers' Union have reached a labor agreement governing certain classified officers of the Police Department. Union members voted to ratify the agreement through June 30, 2030. The new meet and confer agreement ("MCA") replaces the 2022 MCA, which would expire upon the parties reaching a new agreement. The MCA takes effect immediately upon ratification by City Council and continues through June 30, 2030.

The MCA provides base pay increases for each classification reflected in Exhibit A as follows:
10% base salary increase effective the first full pay period after July 1, 2025 for FY2026, a 8% base salary increase effective the first full pay period after July 1, 2026 for FY2027, a 6% base salary increase effective the first full pay period after July 1, 2027 for FY2028, a 6% base salary increase effective the first full pay period after July 1, 2028 for FY2029, and a 6.5% base salary increase effective the first full pay period after July 1, 2029 for FY2030.

Prior Council Action:

Ordinance No. 2022-0221

Contact Information:

Deidra Norris, Sr. Assistant City Attorney, Section Chief – Phone 832-393-6299

ATTACHMENTS:

Description

Type

HPOU Meet & Confer Agreement

Contract/Exhibit

Cover Sheet -2025-HPD Meet & Confer HPOU
& COH Signed 5.13.25

Signed Cover sheet

MEET & CONFER AGREEMENT

between the

**Houston Police Officers' Union
(HPOU)
as the
Majority Bargaining Agent
for all Police Officers**

and the

City of Houston, Texas

THROUGH June 30, 2030

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**Meet & Confer Agreement
between the
Houston Police Officers' Union
as the Majority Bargaining Agent for and
on behalf of all Police Officers**

and the

City of Houston, Texas

PREAMBLE

WHEREAS, this Meet and Confer Agreement has been negotiated pursuant to the provisions of Chapter 143, Subchapter J, Sections 143.351 *et seq*, Texas Local Government Code and entered into on the date below written; and,

WHEREAS, the parties to this Agreement are the Houston Police Officers' Union, a non-profit Texas corporation (HPOU), in its capacity as the sole and exclusive Majority Bargaining Agent for and on behalf of all Police Officers of the Houston Police Department (HPD), and the City of Houston, Texas (City); and,

WHEREAS, state legislation allows for an orderly and constructive procedure for cities and police personnel to meet and confer regarding the effective and efficient administration of police departments, having mutual regard for achieving and maintaining harmonious working environments and relations, the establishment of expectations of performance and excellence, the development of fair and equitable standards for wages, hours, and other terms and conditions of employment for police officers, and to provide for equitable resolution of differences which may arise; and

WHEREAS, as supervisors and administrators exclusively responsible for management, personnel and operation of the Houston Police Department, the City desires to voluntarily participate in the meet and confer process as an orderly and effective means to conduct relations with its police officers in order to more effectively and efficiently provide services to the citizens of this City; and,

WHEREAS, state law prohibits public employees from striking or participating in work slow downs, and the HPOU on behalf of all officers has pledged to support the service and mission of the HPD and to abide by the statutorily imposed prohibitions in a constructive and positive manner by also voluntarily participating in the meet and confer process; and,

WHEREAS, the City recognizes the HPOU as the sole and exclusive bargaining agent with requisite authority to negotiate contractual terms in compliance with state and local laws; and,

WHEREAS, this Agreement, being made under Subchapter J, Sections 143.351 *et seq*, of Chapter 143 of the Texas Local Government Code, shall become effective and shall be enforceable and binding on the City, including the HPD and its administrators, and the HPOU and all Police Officers employed by the City of Houston Police Department, only if ratified and adopted by each party in the form and manner required by state and local law; and,

WHEREAS, the parties have agreed to successful contracts and contract amendments to date, and,

WHEREAS, this Agreement represents the latest and most current Agreement between the parties; and,

WHEREAS, the parties hereby agree and adopt this Agreement to supersede the previous Agreements in their totality and for all purposes; except as otherwise specifically stated herein; and,

NOW THEREFORE, in consideration of the promises and covenants contained herein, the parties agree as follows:

ARTICLE 1: DEFINITIONS

The following definitions apply to terms used in this Agreement, unless a different definition is required by the context in which the term is used.

Accredited College or University - A college, university, or institution of higher learning that is recognized by accreditation agencies identified by the United States Department of Education on their website.

Benefit year - A period of 365 days used for the purpose of awarding or calculating benefits payable to employees, which as of the effective date of this Agreement runs beginning with September 1 through August 31.

Board of Directors - The governing body of the Houston Police Officers' Union.

Business Day - 7:00 A.M. through 5:00 P.M. (Central Standard Time) on Monday through Friday, excluding City approved holidays. Note: All references to days in this Agreement are to calendar days unless specifically designated otherwise.

Captain – By City Ordinance 2024-986, passed on December 11, 2024, the City of Houston changed the job classification of Commander to Captain. Any and all references to the rank or title of Commander or Police Commander should be read as interchangeable with the rank and title of Police Captain.

Chapter 142, 143 - Chapters 142 and/or 143 of the Texas Local Government Code; also includes any reference to any portion of Sections 142.001 *et seq* or 143.001 *et seq*, of the Texas Local Government Code.

Chief - The Chief of Police of the Houston Police Department or his designee in his absence for any reason including disability.

City - The City of Houston, Texas, including all agents, employees, officers and elected officials.

Commission - This term shall refer to the Firefighters' and Police Officers' Civil Service Commission previously identified as the Police Officers' Civil Service Commission of the City of Houston.

Contract grievance - Any disputes arising regarding any of the terms of this Agreement that may be brought on behalf of one or more officers by the MBA or on behalf of the City by the Chief of Police through specified procedures set forth herein.

Crime Suppression Teams – All officers previously assigned to DTU, DGU, and Warrant Execution Teams.

Department or HPD - The Police Department of the City of Houston, Texas.

Executive Chief – a member of the Executive Rank appointed by the Chief of Police in accordance with Article 9, and as established by City ordinance as the Deputy Executive Assistant Chief of Police.

Executive Rank – Executive Chief, Executive Assistant Chief and Assistant Chief.

Exempt officers - All rank officers in the HPD who hold the classification of Lieutenant, Commander, or any other pay grades VII and above in the Police Department Classified Ordinance; and Assistant Chief, Executive Assistant Chief, or Executive Chief.

Fiscal Year – For purposes of this Agreement, shall be the City's formal budget year, which, as of the effective date of this agreement runs from July 1 through June 30 of each calendar year and is denominated by the calendar year for the last day of the fiscal year (i.e. July 1, 2025 through June 30, 2026 is FY 2026).

Hire Date - The anniversary of employment service calculated from the date the officer was employed by the City as a police cadet or a police officer, whichever is earlier. (This date is stored in the City of Houston payroll system as **Academy Date**).

Human Resources Director (HR Director) - The Director of the Human Resources Department who serves as the Secretary of the Civil Service Commission and is responsible for the implementation of these provisions and compliance with these proceedings. The term Director includes any designee.

IHE – Independent Hearing Examiner also referred to as Arbitrator.

Majority Bargaining Agent (MBA) - The police employee group selected pursuant to Sections 143.351 *et seq*, Chapter 143, Subchapter J, to represent all police officers employed by the City of Houston Police Department. The police employee group elected as the majority bargaining agent is the Houston Police Officers' Union (HPOU). Upon the effective date of House Bill 2972 of the 77th Session of the Texas Legislature, the HPOU is the sole and exclusive bargaining agent for all police officers employed by the Houston Police Department.

Mayor - The duly elected Mayor of the City of Houston, Texas, as prescribed by the City of Houston Charter.

Meet and Confer or Agreement (MCA) - (a) The statutorily created process and procedure to allow for election of a majority bargaining agent that has the sole and exclusive authority to negotiate with a public employer concerning wages, salaries, rates of pay, hours, working conditions, grievances, labor disputes, other terms and conditions of employment and other administrative matters of interest to police officers at the City of Houston as set forth in Sections 143.351 *et seq*, Chapter 143, Subchapter J.; and (b) A written contractual understanding of mutually agreed terms of employment conditions, benefits, wages, hours, etc. as adopted and ratified by the City and the Police Officers.

Non-exempt officers - All Probationary Police Officers, Police Officers, Senior Police Officers and Sergeants.

Paid Time Off (PTO) – PTO is the bi-weekly accrual of time off accrued at the rate and the terms specified in this Agreement.

Police Officer or Officer - All peace officers, as currently defined in Chapter 143.003(5), who are employed by the Houston Police Department (HPD) now or in the future. The term does not include Academy cadets, civilian employees, retirees, Arson Investigators employed by the Houston Fire Department, and any other employees specifically excluded by the terms of this Agreement.

Police employee group - An organization (e.g. HPOU, OSSO, and AAPOL) in which at least 10% of active classified police officers of the City of Houston Police Department participate, and pay dues via automatic City payroll deduction, and which exists at the time of the execution of this Agreement and does not cease to exist during the term of the Agreement.

President - The elected president of the HPOU in its capacity as the MBA.

Red Book - The calendar or ledger systems utilized by the respective divisions in the Department to record time off requests, i.e., PTO, PD Hours, holidays, scheduled in-service training, comp time, etc.

Straight time - A wage rate calculation that includes base pay and longevity only.

Sworn Date - The anniversary of employment service calculated from the date the officer was sworn in officially as a police officer with the HPD.

TCOLE – The Texas Commission on Law Enforcement.

TLGC – Texas Local Government Code.

Union or HPOU - Houston Police Officers' Union.

ARTICLE 2: RECOGNITION

Based upon the HPOU's submission to the City of the results of an election performed in compliance with Chapter 143.355, the City recognizes the HPOU as the sole and exclusive MBA for all police officers employed by the HPD pursuant to Chapter 143.351, *et seq*, except for Assistant Chiefs, Executive Assistant Chiefs, Executive Chief and the Police Chief.

ARTICLE 3: DURATION

1. This Agreement shall be effective upon approval by the City Council, as reflected by the signature of the Mayor, after ratification by the MBA, and shall remain in full force and effect until the close of business on June 30, 2030, unless otherwise provided in this Agreement specifically including but not limited to Section 5(A) below.
2. The parties may amend any part of this Agreement at any time during the term of this Agreement in accordance with the Amendments Article herein.
3. The parties to this Agreement may mutually agree in advance to enter into negotiations on or after June 30, 2029, to amend, renew, novate or extend this Agreement before the expiration date.
4. If the parties have not entered into negotiations or have not come to an agreement as to any amendments or a new contract prior to the expiration date of this contract, either party may notify the other in writing at least ninety (90) days before the expiration date that it desires to cancel the Agreement.
5. If neither party cancels the Agreement ninety (90) days before the expiration date, it shall continue month to month:
 - A. Provided, however, that if the parties do not reach a new agreement by June 30, 2030, and this Agreement is continuing on a month-to-month basis, a 2% cost of living increase to base pay will become effective on the first full pay period after July 1, 2030.
 - B. Provided, further that despite the allowance of a cost-of-living increase, nothing in this Agreement precludes the parties from continuing to negotiate a new agreement for a set term.

ARTICLE 4: AMENDMENTS

1. This Agreement may not be changed or altered in any manner except by mutual agreement of the parties. Any amendments of this Agreement shall be in writing, shall contain an effective date, and shall be dated and signed by authorized representatives of the respective parties. All amendments shall be ratified in the same manner as provided by state law for original ratification.
2. The parties may establish Memorandums of Understanding ("MOU") relating to the interpretation and/or application of the Agreement. An MOU may not amend or be construed to amend this Agreement.

ARTICLE 5: SAVINGS CLAUSE

If any provision of this Agreement, or the application of such provision, should be rendered or declared invalid by any court action or by reason of any existing or subsequently enacted legislation, the remaining parts or portions of this Agreement shall remain in full force and effect.

ARTICLE 6: PREEMPTION OF LEGAL RIGHTS

1. Pursuant to Chapter 143.361, this Agreement shall supersede any previous statute or ordinance concerning wages, salaries, rates of pay, hours of work, and other terms and conditions of employment to the extent of any conflict with an existing statute, and shall preempt all contrary City ordinances, Executive Orders, and Rules; HPD General Orders; Commission rules; or legislation, executive orders or rules adopted by the state or a political subdivision or agent of the state, such as a personnel board, civil service commission, or a home-rule municipality.
2. However, to the extent not expressly preempted or superseded by this Agreement, all rights provided to Police Officers by the Fire Fighter and Police Officer Civil Service Act, Texas Local Government Code, Chapters 142 or 143, other state statutes, city ordinances, General Orders, Executive Orders, rules and/or regulations, including civil service rules, shall remain in full force and effect unless changed by subsequent legislation, court order or judgment, or Chief or Mayoral action.
3. This Agreement does not supersede any federal laws or the federal jurisdiction of any United States District Court or Court of Appeal.
4. The City agrees not to adopt or impose any city ordinances, General Orders, Executive Orders, rules and/or regulations, including civil service rules that may conflict with the terms of this Agreement.

ARTICLE 7: COORDINATED PROGRAMS WITH OTHER GOVERNMENTAL BODIES

1. Upon the effective date of this Agreement, both parties agree to protect and defend the provisions of this Agreement against any unauthorized challenges at local, state and national legislative levels of government. Both parties agree to not file or support any legislative effort that affects the terms and conditions of this Agreement, that has not been mutually agreed to by both parties.
2. In the event any officer covered by this Agreement who is not representing the Union attempts to violate any of the provisions of this Article, he/she shall be prohibited from utilizing any of the provisions of this Agreement or any other similar statutory authorization that allows an officer to petition a governmental body.

ARTICLE 8: MANAGEMENT RIGHTS

1. It is expressly agreed that all management rights which currently or ordinarily vest in and are exercised by the City/HPD/Chief, except those which are clearly and expressly relinquished herein by the City/HPD/Chief, shall continue to vest exclusively in and be exercised herein by the City/HPD/Chief.
2. The City/HPD/Chief shall retain all powers, duties, and rights established by Constitutional provisions, state statutes, City Charter, City Ordinances or other sources of law, and departmental rules, standing and General Orders and/or instructions or directives, including administrative memos, and shall retain the power to act or not to act as is deemed appropriate. This shall include, but not be limited to, the right to:
 - A. Manage, determine, and control the use, location, and delivery of City and/or Departmental services, City and Departmental equipment, take home and other vehicle assignments, property, facilities and City or departmental operations, Department work forces and City or Departmental affairs.
 - B. Determine the Department's activities and set forth all standards and types of service(s) to be offered to the public.
 - C. Allocate and assign work duties and duty assignments to officers, assign officers to shifts, to determine the number of shifts, hours of work (not to conflict with Chapter 142.0017), starting time, and schedule all of the foregoing. The City/Chief retains the right to establish, modify, or change any shifts, starting times, work hours and/or work schedules. First assignments off probation shall be determined by the Chief of Police or designee with consideration given to class ranking and not Hire Date.
 - D. Direct police administrative activities, including determination of qualifications, the right to hire, promote, suspend, discipline, discharge/indefinitely suspend and/or transfer employees, and to determine the size of the work force and to curtail activity when necessary, except as specifically limited by the terms of this Agreement; the right to set and administer policy regarding wages and fringe benefits, including, but not limited to, scope of insurance and City's participation in costs, if any, number of days of vacation, sick leave, designated holidays, and paid time off, and to modify same at its discretion, to the extent not inconsistent with the Agreement. Any force reductions shall be accomplished in compliance with Chapter 143, as modified by this Agreement.
 - E. Determine services and police tasks to be performed and methods, schedules, standards, means and processes of the work, changes, or the institution of new and/or improved methods.
 - F. Adopt and put into effect City and/or HPD rules and regulations, performance and disciplinary rules, regulations and penalties for violation thereof.
3. The rights listed above are not all inclusive, but enumerate, by way of illustration, the type of rights which belong to the City, HPD and/or the Chief; and any other rights, powers, or authority the City had prior to the signing of this Agreement are retained by the City and/or HPD, except those which are clearly and specifically relinquished in this Agreement.

**ARTICLE 9: APPOINTMENTS TO EXECUTIVE CHIEF, EXECUTIVE ASSISTANT CHIEF
AND ASSISTANT CHIEF**

1. The Chief of Police may appoint and maintain executive rank positions comprised of the classifications of Executive Chief, Executive Assistant Chief and Assistant Chief.
2. The Chief of Police may appoint Executive Chief or Executive Assistant Chief classifications, as needed, at his/her discretion, to properly and adequately administer the Department and allow for effective span of control. The total number in these classifications collectively shall not exceed five (5) positions.
3. Any appointments of persons to Executive Chief, Executive Assistant Chief, or Assistant Chief classifications, Chapter 143.102 notwithstanding, shall be accomplished without assessment, examination or any other formal means of evaluation, by appointment by the Chief. To become effective, only the approval by the Mayor shall be required.
4. Eligibility for appointment to the rank of Executive Chief, Executive Assistant Chief or Assistant Chief, shall include at least a Master's degree from an accredited college or university (not limited to a Texas state or private college or university) with a major in any of the arts or sciences awarded through an accredited degree program and at least ten (10) years of service from sworn date with HPD at any time prior to appointment. Service at another police department or law enforcement agency may not be substituted for any part of the ten-year service requirement.
5. Appointments to the classifications of Executive Chief, Executive Assistant Chief, or Assistant Chief shall only be made from any rank of officers currently or previously within the HPD so long as the appointee meets the minimum eligibility and qualifying requirements established by the Chief for such rank/position listed in section 4 above.
6. The rate of pay for the Executive Rank shall not be set by this Agreement. The Chief of Police in consultation with the Mayor shall set the base pay for the rank of Executive Chief, Executive Assistant Chief, and Assistant Chief. The Mayor shall determine the pay for the Chief of Police. The Executive Rank shall not be eligible for the pays set forth in Article 33. Where applicable, all other Articles of this Agreement shall apply to the Executive Rank. This Agreement should not in any way be construed as a loss or reduction of any benefits accrued by the Executive Rank under a prior contract. The Phase Down Program shall be construed as a previously accrued benefit.
7. The Chief of Police may remove, without cause, any person appointed under this Article and immediately restore the person to the highest civil service rank achieved prior to the appointment. Any person so removed may not appeal or otherwise challenge their removal.
8. The contemporaneous removal of a person appointed under this Article and the appointment of a new person to fill the appointed position shall not create or constitute a vacancy.

ARTICLE 10: CADET HIRING AND SELECTION PROCEDURE

1. As authorized by §143.1041, TLGC, the hiring and selection procedure currently used by the HPD to select recruits for the Police Academy shall continue as established on the effective date of this Agreement.
2. HPD is specifically authorized during the term of this Agreement and any extensions thereof to give Civil Service entrance examinations after cadets have completed the Academy training classes. Upon ratification of this Agreement, cadets who successfully complete the Houston Police Academy shall not be required to take the Civil Service Exam.
3. The MBA agrees not to challenge or assert any contrary position whether directly, through participation in litigation (to the extent authorized by law) or indirectly, by encouraging litigation challenging this term of the Agreement. To the extent that the MBA has any pending or active claims or litigation to the contrary, the MBA shall extricate itself from such participation and withdraw it, to the extent allowed by law or contract.
4. As an addition to the requirements set forth in Section 143.105 (1)(2)(3), TLGC, a person may be eligible for a beginning position with the police department if:
 - A. the applicant has at least 3 years full-time employment in the last four years prior to applying for a beginning position in the police department;
 - B. the applicant has at least 2 years full-time employment with HPD immediately prior to applying to the Police Academy; or
 - C. the applicant has been employed full-time for at least three years as a peace officer licensed by the Texas Commission on Law Enforcement or an acceptable licensing entity in another state that has law enforcement officer licensing requirements substantially equivalent to those set forth by the State of Texas.
5. To the extent that this Article conflicts with Section 143.105, TLGC this Article shall control.

ARTICLE 11: UNION PRIVILEGES

1. The City/HPD shall deduct monthly union dues and other payroll deductions from each officer/member or non-member who has voluntarily authorized dues to be deducted from his/her biweekly pay. The letter requesting union dues deductions shall be signed by the President of the Union, or his designee.
2. Any individual member or non-member of the MBA wishing to voluntarily withdraw his/her authorization for union dues or payroll deductions may only do so by appearing at the HPOU Building and obtaining a dues deduction stop request form from the membership department. The completed dues deductions form shall be acknowledged by the President of the HPOU or his designee. The member or non-member shall then personally deliver the completed and acknowledged form to the Manager of Classified Payroll, Administration and Regulatory Affairs or their designee, with a copy forwarded to the union at the end of each calendar month.
3. The City/HPD shall deduct special assessments authorized by the MBA's constitution and bylaws upon written request of the MBA that is signed by its President or designee.
4. **THE CITY/HPD SHALL NOT DEDUCT DUES OR DEDUCT ANY SUM PROVIDED FOR HEREIN UNTIL THE POLICE EMPLOYEE GROUP PROVIDES A SIGNED DOCUMENT FROM THE PRESIDENT OF THE MBA OR OTHER EMPLOYEE GROUP AGREEING TO INDEMNIFY, DEFEND AND HOLD THE CITY/HPD HARMLESS AGAINST ANY CLAIMS, DEMANDS, SUITS, OR ANY OTHER FORM OF LIABILITY THAT SHALL ARISE OUT OF OR AS A RESULT OF ANY ACTION TAKEN BY THE CITY/HPD FOR PURPOSES OF COMPLYING WITH THIS ARTICLE.**
5. After the effective date of this Agreement, the City shall wire transfer dues or any other authorized payroll deductions or payments covered by this Agreement to the financial institution account designated by the MBA on the same business day as they are deducted from the officer's city payroll check.
6. The MBA, with the approval of the Chief of Police or designee, is allowed to send general membership or union notices and announcements to Houston Police Officers via the department's mail manager.
7. Upon the effective date of this Agreement, the City shall amend the department's personnel information form to include a provision that would enable all officers covered by this Agreement to authorize the release of information contained on the form to the MBA.

ARTICLE 12: MBA GROUP LEAVE TIME POOL

1. In the first full pay period in September of each year, the department shall deduct two (2) hours from each officer's Paid Time Off (PTO) accumulated bank of time with a cash value and credit the time deducted to the MBA Union Business Leave Pool ("UBLP").
2. The donated time will be utilized by the MBA to conduct union business associated with the administration, representation, and protection of this Agreement, the MBA, and the Department.
 - A. The donated time will be utilized by the President and up to four (4) designees who have been approved to utilize leave under the provisions of this Agreement.
 - B. Additional approved members of the Union may also be allowed by the Chief to utilize donated time that is available under the provisions of this Article.
3. The Chief of Police reserves his existing authority to temporarily revoke the utilization of banked time by an officer representing the MBA during declared emergencies or when use of such time would create an undue disruption of police services.
4. The MBA president or his designee shall notify the Chief of Police in writing of the names of the MBA representatives who will be authorized to conduct union business on behalf of the MBA.
5. Between July 1st and 15th of each year of this Agreement, an officer may elect to cancel his donation of time to the MBA by personally appearing off duty at the MBA office and completing the forms, in person, during regular business days, 8 am – 4 pm.
 - A. The MBA will deliver a copy of the leave pool withdrawals by July 31st to the City's designee.
6. All donated time in the MBA Union Business Leave Pool that is not utilized in the benefit year in which it is donated shall be carried over to the next benefit year leave pool. If the MBA determines that sufficient time exists in the MBA Union Business Leave Pool, the president or his designee may temporarily halt for a time certain the continued deduction of donated time from all officers.
7. In the event the MBA is unable to accumulate a sufficient amount of donated time necessary to conduct union business, the MBA may be required to reimburse the city for approved MBA representatives conducting union business.
 - A. The rate of hourly pay for any such reimbursement shall be based on median rate of pay of a police officer and shall be placed in the Houston Police Department's budgeted overtime account.

ARTICLE 13: NONDISCRIMINATION

1. It is expressly agreed that no provision of this Agreement shall be construed or implemented in a manner so as to discriminate against any officer for any reason set forth below:
 - A. Any officer is free to join or participate in any police employee group of his/her choosing or to not belong to any police employee group and still be fairly represented in this Agreement. The City and the MBA shall not discriminate for or against any officer on the basis of membership in any police employee group.
 - B. HPOU recognizes its responsibility as the exclusive MBA under the meet and confer statute and agrees to fully comply with the law and this Agreement, by fairly and fully representing all police officers in the department so long as they are covered by this Agreement.
2. **HPOU AGREES TO INDEMNIFY THE CITY/HPD/CHIEF AGAINST ANY AND ALL CLAIMS, DEMANDS, SUITS OR OTHER FORMS OF LIABILITY THAT MAY ARISE OUT OF OR BY REASON OF ANY ACTIONS TAKEN BY THE HPOU IN VIOLATION OF THIS SECTION.**

ARTICLE 14: IN-SERVICE TRAINING AND PRE-SERVICE TRAINING

1. Department mandated in-service training will be conducted on-duty for all Officers. Additional on-duty training may be approved at the discretion of the Chief of Police or designee. The annual TCOLE required firearms qualifications for an officer's primary handgun shall be conducted on-duty. Any Department required remedial firearms training will be conducted on-duty.
2. Officers may be authorized by the Captain of their division to take in-service classes for compensatory time at the rate of time and one half, for any mandated classes.
3. The division Captain may approve an officer to take Department in-service classes on-duty that would benefit the officer's growth.
4. The MBA may present a core curriculum lesson plan for all HPD pre-service training and lateral entry classes in cooperation with the Division Captain of the Academy, or his designee, and instruct cadets regarding the police labor and legislative history of our department as well as explain the current meet and confer contract benefits and provisions, excluding the provisions of the Houston Police Officers' Pension System Meet and Confer Agreement.

ARTICLE 15: MBA PARTICIPATION ON OFFICIAL COMMITTEES

1. The MBA may select one member and an alternate to participate on and shall be appointed by the Chief to the following HPD Committees:
 - A. HPD Crash Review Board
 - B. Administrative Disciplinary Committee
 - C. Cadet Hiring Appeals
 - D. Divisional Administrative Disciplinary Committee
 - E. Body Worn Camera Committee(s) (excludes committees convened for the City's procurement process)

Any other appointments to HPD standing committees shall be at the sole discretion and invitation of the Chief.

2. The MBA may also select one member and an alternate to participate on the Deferred Compensation Advisory Committee HPOU and the Health and Benefits Advisory Committee, or any other official standing committees as determined by the City. This does not apply to any committee in which the membership is restricted to appointments of the City or the Mayor and any other authorities or entities.
3. The MBA shall recommend to the Mayor police officer nominees for any city committee positions that are restricted to the appointment of the Mayor, however, the final decision regarding which police officer (if any) is appointed shall remain exclusively with the Mayor.

ARTICLE 16: MAINTENANCE OF STANDARDS AND BENEFITS

1. All rights, privileges and working conditions enjoyed by officers on the effective date of this Agreement which are not specifically provided for in this Agreement or applicable provision of law, but nonetheless comprise a course of conduct that is exclusively understood and accepted by both the Police Chief and Union President over an extended period of time or which have not been changed by this Agreement, shall remain in effect and shall not be diminished or qualified for the duration of this Agreement unless changed by express mutual consent or by legislative amendment or judicial decree that is not otherwise preempted by this Agreement. These include, but are not limited to:
 - A. HPD's obligation to supply uniforms and related accoutrements;
 - B. Clothing allowances for those assignments currently receiving them;
 - C. Breaks and mealtimes as part of the eight-hour shift;
 - D. All special and other specified pay rates set forth in Chapters 142 or 143 of the Texas Local Government Code, as well as City ordinances;
 - E. Court attendance requirements and compensation for attendance;
 - F. Current policy, practice and procedures on injury on duty leave and its application to a second year of IOD leave; and,
 - G. Current extra job policy with respect to the maximum number of hours that may be worked.
2. Nothing in this article shall be construed as diminishing or impairing the Management Rights identified in this Agreement.
3. Those programs in place and in effect at the time that this Agreement is duly ratified and adopted shall continue to be maintained, provided that specific reference to a particular program is included in this Agreement, and provided further that any clarifications, modifications, or and/or amendments to the program shall establish the basis on which the program shall be administered.

ARTICLE 17: LABOR RELATIONS COMMITTEE (“LRC”)

1. Purpose. The parties acknowledge that a harmonious working relationship is essential to the success of this Agreement, and the first basic tenet of such a working relationship is cooperation and mutual recognition of each other’s positions with regard to issues that affect officers.
 - A. To such end, a Labor Relations Committee (“LRC” or “Committee”) shall continue as previously established to mutually explore such issues and seek joint recommendations for resolutions to problems that may arise in the workplace.
 - B. The Labor Relations Committee is meant to establish a more formal and institutionalized mechanism for reciprocal exploration of workplace issues in a positive manner. This forum is not for purposes of embarrassment or castigation of one party by the other. Moreover, this cooperative and mutual working relationship is advisory only and not meant to supplant management initiatives, prerogatives and decision-making authority.
 - C. Neither the Chief, nor the HPD, nor the City is bound to implement any resolution recommended by the Committee, except as specified to in other Articles contained in this Agreement.
2. Structure and membership. The Committee shall continue to consist of ten members. There is no qualification for appointment other than employment by HPD. Five appointments each shall be made by the Chief and the President of the MBA. Removal and appointments shall be at the sole discretion of the appointing party at any time.
3. Meetings. The Committee shall meet at dates, times and locations agreed upon between the Chairperson and the President of the MBA. A quorum is not required for action to be authorized by the Committee. The meetings are not public or subject to the Texas Open Meetings Act.
4. The Chairperson shall be appointed by the Chief and conduct the meeting through agreed upon rules of order.
5. Items to be placed on the agenda shall be forwarded to the Chairperson.
 - A. The business of the meeting shall be conducted informally in an atmosphere conducive to the open, candid and constructive discussion of issues.
 - B. To the extent that any public entity may have confidential information, Committee members shall respect the (lawful) confidentiality of information and documents which may from time to time come before the Committee and shall not disclose information, documents or other information to anyone outside the City/HPD unless prior authorization is given by the Chief. All such documents or other materials shall be marked “Confidential – Disclosure Restricted.”
 - C. In keeping with the open and candid discussion, every member of the Committee shall be furnished with all relevant documents or other information necessary for full consideration of any issue on the Agenda to the fullest extent allowed by law. Additional related documents and information may be requested, but will only be provided, if relevant and at the discretion of the Chief. Such additional information shall be generally provided unless a legitimate business exclusion (such as threatened or pending litigation, pending administrative decisions, etc.) prohibits such disclosure.

6. The Committee shall be responsible for the following, including but not limited to:
 1. making recommendations on issues that affect officers;
 2. responding to requests for input from the Chief;
 3. proffering issues that affect the health and safety of officers, including but not limited to equipment, working conditions, etc.,
 4. selecting members of panel for list of arbitrator/mediators to be utilized for contract grievances;
 5. selecting panel of grievance examiners for Step III grievance hearings;
 6. appointing the selections made by each party and establishing the rotational order of independent hearing examiners;
 7. establishing rules and procedures for adoption and approval of the Commission;
 8. identifying and suggesting ways to improve the effectiveness of police officers, increase professionalism and develop pride in the police services of the City of Houston;
 9. approving any additional specialized units, divisions, or individual officers for Field and Other Training pay in accordance with Art. 33.
 10. approve requests to donate time to a family member;
 11. reviewing and approving officers eligible to utilize the Convalescent Officer Leave Pool consistent with the City's existing policy;
 12. recommend substitutions to components of the Physical Agility Test (PAT), which shall be properly validated, if requested by the Chief;
 13. determining posting procedures for promotional examination notices and exam source materials;
 14. selecting an Assessment Advisor as provided for in Article 19;
 15. approving/disapproving divisions, units, or individual officers seeking Assignment Pay in accordance with Art. 33. (The LRC shall not remove any assignment pays in ordinance in effect on the date of the ratification of this Agreement);
 16. resolve disputes over any delay in payment of Education Incentive Pay;
 17. approve tuition reimbursement for successful completion of coursework hours different than the maximum hours listed in Art. 33 or for any college that does not utilize the standard semester hours, such as a quarterly semester hours;
 18. interpreting contract wording intent, however, must be a unanimous vote, and approved by City Attorney or his/her designee;
 19. approving/disapproving additional divisions and lieutenants for Patrol Officer Incentive Pay as provided in Art. 33; and
 20. any other tasks delegated to the LRC in the Agreement or by the Chief of Police.

Items that may not be discussed are personnel or disciplinary issues affecting any individual officer, confidential medical or disability information relating to an officer (unless written authorization is provided by the officer), individual drug or alcohol tests or results, or items specifically charged to other Committees, (e.g. strategic planning, etc.) unless the Chairperson specifically requests or agrees that the matter should come before the Committee and/or the issues pertain to the above-mentioned responsibilities.

7. Public Records. Because the City/Department is a local government agency, any records or documents created by the Committee are subject to the Texas Public Information Act and may be disclosed to any requestor upon written request through established departmental procedures unless there is an exception to the Act, which requires or allows for non-disclosure.
8. Consultation With Experts. The MBA may consult with one or more experts, national associations or organizations or any other law enforcement related entities for purposes of advice, counsel or recommendations on any issues that may properly come before the Committee. Any such consultations shall be at the MBA's sole expense, behest and behalf.
 - A. The MBA may not state in any form or manner that it represents or is authorized to contract on behalf of the City, the Chief, or the HPD.
 - B. The City does not expressly waive any privilege. No confidential information may be provided to any third parties (experts, consultants, organizations, etc.) without the express written authorization of the Chief.
9. Work Time Compensation. Members of the Committee, representing the Union, shall be allowed time from their regular duties to attend Committee meetings or other official Committee business but must utilize MBA Union business leave pool time. Members of the Committee, who work evenings or nights, will be allowed to schedule shift changes to allow the member to attend meetings on duty time. Overtime shall be authorized to attend Committee meetings or other Committee business at the discretion of the Chief for members eligible for overtime. Attendance at any other activity that is considered official Committee business, other than Committee meetings, shall require the authorization of the Chief.

ARTICLE 18: MINIMUM ELIGIBILITY REQUIREMENTS AND CONDITIONS FOR PROMOTIONAL EXAMINATION

1. Police officers shall not be eligible to take the promotional examination for the rank of Sergeant until they have completed at least 4 1/2 years of service calculated as 1,644 days from sworn date to the final sign-up date (two of the years must be continuous service immediately prior to the final sign-up date). The service period calculation excludes all temporary suspensions of ninety (90) days or more.
2. Before a classified employee may participate in any phase of the promotional examination process, the employee must have continuous service at the current rank for two years immediately prior to the final sign-up date for participation in the promotional process, calculated from the date of the vacancy which the candidate filled. The service period calculation excludes all temporary suspensions of ninety (90) days or more.
3. As a condition of eligibility to take the promotional examination for Lieutenant, candidates for promotion must have obtained an associate's degree or higher, or 65 hours of coursework (excluding credit granted for life experience or training hours when no degree has been conferred) from an accredited college or university prior to the final sign-up date. Proof must be provided by the date indicated in the exam notice.
4. As a condition of eligibility to take the promotional examination for Captain, candidates for promotion must have obtained a bachelor's degree or higher from an accredited college or university prior to final sign-up date for the promotional examination. Proof must be provided by the date indicated in the exam notice.

ARTICLE 19: PROMOTIONAL PROCESS

The parties agree that this Article has been created with the joint goal of implementing promotional processes that avoid employment practices which discriminate or result in discrimination on the basis of protected class, are consistent with applicable legal standards, and are consistent with validation standards generally accepted by the psychological profession. All persons who participate in the development of any portion of the promotional process shall maintain confidentiality to ensure the validity and integrity of the promotional process.

Section 1. LRC

Whenever an independent vendor or other qualified test developer is expected to be selected to administer and/or develop a promotional examination, the LRC shall be responsible for reviewing all bids and recommending a vendor(s) to the Chief.

Section 2 LRC Test Subcommittee

1. For each promotional exam, the Labor Relations Committee shall appoint a Test subcommittee of no more than six members with three members each selected by the HPD and the MBA respectively.
 - A. Members should be of at least the rank being tested or higher and have at least two years in the rank.
 - B. Membership of the subcommittee should be as balanced as possible as to gender, race, age, rank, etc. All members must vote either in person or by proxy.
 - C. Any tie vote or impasse on an issue of the subcommittee shall be broken by a vote of the Labor Relations Committee.
2. The Test subcommittee shall be responsible for monitoring testing and assessment procedures, determining a course of action whenever a procedural question arises, unless otherwise specified by the Agreement.
3. The Test subcommittee shall review appeals of the written exam. The decision of the Test subcommittee shall be final.

Section 3. Examination Notice

1. Examinations shall consist of written and assessment components.
2. Notice of the examination is sufficient if posted prior to the ninetieth (90th) calendar day before the scheduled date of the examination. Exam study sources shall be posted between forty-five (45) and fifty (50) calendar days before the scheduled date of the exam, excluding the exam date and the announcement date. The LRC shall be solely responsible for determining the posting procedures for items listed above. This supersedes any contrary requirements in the TLGC or City Ordinance.
3. Notwithstanding any requirement of the TLGC, at the time the test is announced, the Chief need not declare the number of existing and anticipated openings to occur over the life of the list.
4. Candidates shall be required to sign up to take the examination and to verify eligibility and supplemental points and to abide by other procedural requirements according to the terms specified in the notice of the examination. Candidates who fail to comply with the requirements as noticed will not be permitted to take the examination.
5. The actual date of the examination may be rescheduled for up to sixty (60) days in the event of circumstances beyond the City's control, including but not limited to, extraordinary

weather events or other emergencies, or loss of test venue. In the event of a rescheduling, no further notice of the examination is required other than the new time, place, and date of the rescheduled examination, notwithstanding Chapter 143.029 and 143.107. Notice shall be provided at least thirty (30) days prior to the rescheduled examination date, unless otherwise approved by the LRC. Notwithstanding any requirements in the TLGC or City Ordinance, the LRC shall be responsible for determining the posting procedures for items listed above.

6. The written examination component shall be administered before the assessment center.
7. The City may schedule exams at its discretion so that examination of candidates does not impose operational or financial burdens upon the Department.
8. Examinations, orientations, and appeals must be conducted during the officer's off duty time.

Section 4. Exam Source Materials

1. The Test subcommittee shall be responsible for recommending exam sources to the Chief of Police including those suggested by the test developer. The Chief of Police will make the final decision regarding sources.
2. No more than four source materials that are related to the job duties and responsibilities of the rank are to be tested.
3. Source materials for the rank of Sergeant shall include the HPD General Orders. Source materials for the rank of Lieutenant and Captain shall include this Meet and Confer Agreement.
4. The LRC shall be solely responsible for determining the posting procedures for items listed above. This supersedes any contrary requirement in the TLGC or City Ordinance. The Exam Source Materials do not require approval or posting by the Commission.

Section 5. MBA Observation

1. Process safeguards shall be implemented by the test administrator to identify and correct technical problems at their earliest possible instance and to manage, with the input of at least one (1) MBA representative and one (1) Department representative, such technological complications in a systematic and fair approach. Prior to scoring by the assessors, the Test subcommittee shall be responsible for determining whether to score an assessment exercise in the event an exercise must be eliminated.
2. Both the Department and the MBA shall each be entitled to have at least one (1) observer present during the administration of the Assessment Center but shall not be permitted to observe any candidate's actual assessment exercises. Observers shall be subject to the security and safeguard procedures as determined by the test administrator and may be ejected by the test administrator for non-compliance with the same or for otherwise disrupting the assessment.
3. Both the Department and the MBA shall receive notice of any meetings with and during the training of assessors. The Department and the MBA shall each be entitled to have at least one (1) observer present during any meetings with and during the training of assessors.

Section 6. Written Exam

1. Prior to and after testing, the finalized examination shall be kept in a safe and secure manner by the test developer.

2. The written exam component shall be graded immediately and a written raw score provided to the participant immediately whenever practicable, but not more than 48 hours after the exam.
3. A pre-appeal list of the raw test scores shall be prepared and posted in a conspicuous place or via electronic mail as identified in the exam notice.
4. Any officer who has taken a written promotional examination may review his/her examination results and file an appeal of any question(s) on the test and/or a rebuttal of any other candidate's appeal to the Test subcommittee.
 - A. Candidates for Sergeant must appeal and rebut within five (5) business days after the day of the posting of the pre-appeal list.
 - B. Candidates for Lieutenant must appeal and rebut within four (4) business days after the day of the posting of the pre-appeal list.
 - C. Candidates for Captain must appeal and rebut within three (3) business days after the day of the posting of the pre-appeal list.
5. All appeals and rebuttals shall be filed with the Test subcommittee at the location designated in the exam notice.
6. The appeals will be given to the test developer who shall respond to the appeal(s) and rebuttal(s) within five (5) business days and make a recommendation for a resolution of the question at issue to the Test subcommittee.
7. Within five (5) business days after receiving the test developer's response, the Test subcommittee shall determine the action to be taken, if any, on the question. The decision of the Test subcommittee shall be final. In case of a tie vote by the subcommittee, the tie will be broken by a vote of the LRC.
8. Following the Test subcommittee's determination, a Preliminary List of test scores shall be prepared and posted within three (3) business days in the location as provided in the exam notice and/or via electronic mail.

Section 7. Assessment

1. Assessments shall be used to test the knowledge, skills, and abilities of the candidates. The test developer shall establish assessment criteria using principles of validity. Assessments shall be video recorded for scoring purposes, although in the event of technical difficulties that impair the video recording, but do not impair the audio recording, then the audio alone will be scored.
2. The test administrator shall conduct assessments in the following manner:
 - A. Sergeant: The candidates shall be ranked in order of the highest ranked test scores on the written exam. The top 250 candidates on the Preliminary List shall be eligible to be assessed first, regardless of score. Tie breaker protocols as described in this Article shall apply. Additional assessments may occur in groups of 100 candidates in order of the Preliminary List. The Department may elect to assess multiple bands simultaneously as long as the bands are ranked separately.
 - B. Lieutenant: all candidates shall be eligible to be assessed.
 - C. Captain: all candidates shall be eligible to be assessed.
3. The Department may require candidates to sign up for assessment prior to the assessment date in order to verify attendance at the assessment.

4. Any portion of the assessment process that involves the vendor communicating with department representatives regarding assessment scenarios and any grading rubric will be heard by a three-person Panel of Assessment Advisors (PAA).
 - A. The Department shall exclusively choose the first member. For the second member, the Department shall submit no less than two, but no more than three other candidates for selection by majority vote of the LRC. The MBA shall exclusively choose the third panel member.
 - B. All panel candidates shall be at least the rank being assessed and have held that position for at least three years, or of any higher rank regardless of time in rank.
 - C. The Department and the MBA may choose to use the same or different panel members for each rank assessment.
 - D. All members of the PAA shall sign confidentiality agreements and are prohibited from taking any role in preparing promotional candidates.
5. Assessors shall score the assessment without regard to the candidate's race, color, gender, ethnicity, religion, age, disability, sexual orientation, genetic information, gender identity, pregnancy, national origin, or other legally protected characteristics. Each assessor shall receive written and oral admonitions regarding this point prior to commencing assessment scoring.
6. **Captain Assessment.** Consistent with strengthening community trust in the promotional process, the vendor and/or its agents selected to develop and administer the promotional examination shall meet with the Independent Police Oversight Board (IPOB) Chair or designee, Deputy Inspector General of the Office of Policing Reform and Accountability or designee, two (2) members of the HPD Executive Rank appointed by the Chief, and two (2) members of the MBA appointed by the President to seek input regarding the assessment exercises to be utilized for the assessment portion of the Captain promotional process. No part of any assessment exercises shall be disclosed prior to the administration of the assessment.
7. The assessment may include a variety of exercises including, but not limited to the following exercises:
 - A. In-Basket; Problem Solving/Analysis;
 - B. Oral Resumes/Structured Interviews;
 - C. Role-Playing
 - D. Memo/Report Writing;
 - E. Oral Presentation/Plan Preparation;
 - F. Staff Meeting;
 - G. Special event/Operations; and,
 - H. Others as they are established and determined to be reasonably valid predictors of job related characteristics.
8. The test developer is not required to utilize all of the exercises above but may select the exercises or combine the listed exercises into one or more exercises that are best suited for the particular rank.
9. The test developer shall also select the assessors to grade the assessment component who shall meet the following criteria:

- A. Equivalent rank to the promotion, or above, with service from cities with a population of 200,000 or greater;
 - B. Shall not reside in the Houston Standard Metropolitan Statistical Area;
 - C. Shall not be related to any candidate for promotion;
 - D. Shall not be personally known to any candidate for promotion;
 - E. Shall have at least two (2) years of experience in the rank being assessed or an equivalent rank and currently be employed by a law enforcement agency; and,
 - F. Shall not be a current or former employee of the City of Houston, HPD, the MBA or any other HPD employee group.
10. The test developer shall conduct one or more online orientation sessions for candidates prior to administering the assessment. Attendance at the online orientation is strictly voluntary and shall be done off-duty.
 11. Nothing in the assessment process may be appealed either to the Commission or to District Court. The final Assessment Center grade reached pursuant to this subsection shall be final and shall not be appealable or re-gradable.

Section 8. Review of Exam Materials

1. After the Commission's approval of the final official rank order eligibility list a candidate may review only his/her own written exam and recorded assessment:
 - A. No copies shall be provided, nor shall an individual copy or attempt to copy the recording by any manner;
 - B. No candidate may view or copy another candidate's recording or examination grading; and
 - C. No candidate may have any other individual present during the viewing session.

Any other right of access to exam material afforded by Chapter 143 is hereby preempted. Review will only be afforded for thirty (30) calendar days after the final official rank order eligibility list is approved by the Commission.

Section 9. Final Scores

1. The written examination shall be no more than 100 questions.
2. The test developer shall determine the point value for each exam item, provided that the points available for the written examination shall be one hundred (100) points and the points available for the assessment components shall be one hundred (100) points. If any written exam question is eliminated each candidate will receive full credit for the eliminated test item.
3. The exam components during the term of this contract shall be weighted as follows:

Rank	Written	Assess	Score
SGT	50%	50%	100 x 50%
LT	50%	50%	100 x 50%
CAPTAIN	40%	60%	100 x 40%; 100 x 60%

4. After adding the final written examination score and the assessment score, the vendor shall add the supplemental points, as described below, to create a final official rank order eligibility list. The maximum a candidate can score is 113 points. The City will post a final official rank order eligibility list pending certification by the Commission. The final official rank order eligibility list shall then be forwarded to the Commission for certification.
5. The Department shall accept documentation of supplemental points up to, and including, the date of the written test. No proof of supplemental points will be accepted after such date. Candidates who do not provide documents required for supplemental points or do not timely provide such documents will not be awarded supplemental points.
6. Seniority, education and military points shall be calculated as of the date of the final sign-up for the promotional process.
7. A maximum of 13 supplemental points shall be awarded as follows:
 - A. Seniority Points to a maximum of 10 points: For the promotion to the rank of Sergeant, 1 point per completed year of classified service from Hire Date. For promotions to ranks above Sergeant, each individual shall receive one point for each year of time in current rank up to a maximum of 5 points. This provision will begin with the first promotional test announced after April 1, 2026.
 - B. Education Points to a maximum of 3 points: 1 point for a Bachelor's degree, or 2 points for a Master's degree, or 3 points for a Doctorate degree or Juris Doctor (JD), no additional points for multiple degrees in a single category. Any degree earned must be from an accredited college or university.
 - C. One (1) Military Point if currently serving in a branch of the United States Armed Forces or National Guard for not less than 720 days of service or having received an honorable discharge from the United States Armed Forces or National Guard. Honorable Discharge from United States Armed Forces or National Guard must be reflected on DD214, or proof of U.S. Armed Forces reservist or National Guard Service reflected by unit assignment orders. Any ambiguity regarding the application of this subsection shall be determined by the LRC, in its sole discretion, and is not subject to challenge or appeal.
8. Any tie scores shall be broken by the tie-breaking procedures as follows in descending order:
 - A. On the basis of seniority in rank;
 - B. On the basis of seniority, calculated from employee's Hire Date;
 - C. By overall cadet class ranking;
 - D. Alphabetically, using the last name of the employee.

Section 10. Promotional Lists and Appointments

1. For all promotional examinations, a final, official rank order eligibility list shall be created in accordance with Chapter 143 of the TLGC, as amended by this Article, and shall be certified by the Commission.
2. Eligibility lists shall remain in effect for two (2) years beginning on the date of the administration of the first exam component. Eligibility lists shall expire at 11:59 p.m. central time on the last day of the two (2) year life of the list (for example: Written exam component given on January 1, 2013. List expires on December 31, 2014, at 11:59 p.m.).
3. Promotions shall be made from the final eligibility list in effect at the time a vacancy occurs.

4. The 60 and 95-day provisions of Chapter 143 for promotions from vacancies with and without an existing list respectively shall remain in effect unchanged.
 - A. No back pay shall be awarded where a delay occurs in filling a promotion due to a delay in assessment or as a result of an appeal of the written test questions.
 - B. Back pay eligibility shall be unaffected by bypass procedures.

Section 11. Make-up Examination(s) Only for USERRA

No make-up examination(s) shall be given for any reason unless provided for by the Uniformed Services Employment and Reemployment Rights Act (USERRA).

Section 12. Effective Date

The above provisions of this Article become effective only to those promotional examinations that are announced after April 1, 2026. Eligibility lists in effect at the time of ratification shall be unaffected by any timeline or process altered by this Agreement.

Section 13. Preemption.

To the extent that any provision of this Article conflicts with or changes any provision in Chapters 141, 142 and 143, including Sections 143.029, 143.030, 143.032, 143.033, 143.036, 143.107, 143.108, of the TLGC, or any other statute, executive order, local ordinance, or rule, this Article shall supersede such provisions, as authorized by Chapter 143.361 of the TLGC.

ARTICLE 20: BYPASS PROTOCOLS

1. Chapter 143, §143.036 (f) & (g), TLGC are hereby incorporated by reference; but is hereby preempted by the specific terms of this Article related to bypass decisions.
2. As to Captains, the following selection protocols shall apply:
 - A. The Chief may fill a Captain vacancy from the top five (5) candidates of a certified list. The bypassed candidate(s) may appeal pursuant to TLGC.
 - B. If the Chief chooses to bypass a candidate pursuant to the provisions of the TLGC and the bypassed candidate chooses not to appeal the bypass, that candidate shall retain his or her position on the certified list for as long as the list remains active and the candidate has not been bypassed five times.
 - C. If the candidate chooses to appeal a bypass, and the Chief's decision is sustained following the appeal process, the officer shall be removed from the list at that time and no longer eligible for consideration off of that list. This section does not diminish the candidate's right to appeal to an IHE.
3. As to Sergeants and Lieutenants, the following selection protocol shall apply:
 - A. The Chief may fill a Sergeant or Lieutenant vacancy from the top three candidates of a certified list.
 - B. The standard of review for a bypass exercised on a sergeants' or lieutenants' list is "just cause". The statutory provisions of §143.036(f) TLGC to the contrary are hereby overridden by this Agreement. This section does not diminish the candidate's right to appeal to an IHE.
4. If an eligibility list exists on the date a vacancy occurs, the Chief must exercise the bypass authority over the promotional candidate no later than the 60th day after the vacancy occurs. If an eligibility list does not exist on the date a vacancy occurs, the Chief must exercise the bypass authority over the promotional candidate no later than the 150th day after the vacancy occurs.
5. If a candidate is advised by the Chief in the bypass letter that he/she is being bypassed more than once and the candidate desires to appeal the bypass decision by the Chief, there shall be only one appeal even though the bypass letter may contain more than one bypass action.
6. The above listed bypass provisions shall apply to any promotional list certified after the ratification date of this Agreement.

ARTICLE 21: CHIEF'S SAFETY AND WELLNESS INITIATIVES

1. To promote the health and well-being of officer, to support the mission of fostering a safe and productive workplace, and to reward contributions and the achievement of pre-determined goals, objectives, and/or milestones that enhance the efficiency and/or effectiveness of the Department in providing services to the citizens, the Chief or the Chief's designee shall have the authority each fiscal year to develop and implement a safety and wellness initiative. This initiative shall be designed to improve officer physical, mental, and emotional health and may include programs, trainings, resources, or policy recommendations.
 - A. The Chief may incorporate incentive-based components within the initiative. Such components may include, but are not limited to, recognition programs, wellness-related awards, or other forms of acknowledgment consistent with the goals of the initiative and the mission of public service.
 - i. Incentive-based components may also include of up to sixteen (16) hours of personal days a benefit year. These hours will be awarded in September of the following benefit year. Such plans incorporating the award of personal days must be in writing and determined to be in compliance with City policy by the Human Resources Department prior to the commencement of the plan.
 - B. Implementation of the initiative shall be consistent with applicable laws, this Agreement, and available budgetary resources.
 - C. Nothing in this section shall be construed to limit the Chief's ability to revise or update the initiative as necessary during the fiscal year in response to emergent health or safety concerns.
2. **City Sponsored Physical Examinations.** In support of officer health and wellness, the City shall budget at least \$500,000.00 each fiscal year to cover one (1) complete physical examination for officers by a City-approved vendor.
 - A. The comprehensive physical examination program shall commence once a qualified medical services vendor has been selected and contracted by the City. Upon securing the vendor, the Chief shall establish and communicate a designated sign-up period during which officers may register to participate. Such examinations shall be administered by licensed medical providers selected by the City.
 - B. Participation in the program is voluntary. Time taken to complete the examination shall occur off duty.
 - C. The results of the physical examination shall be confidential and released only to the officer, in accordance with all applicable privacy laws.
 - D. Any allocated funds not utilized during the fiscal year shall only be used for other health, safety and wellness initiatives in accordance with this section.

ARTICLE 22: DEPARTMENT DIVISION MANAGERS

1. Department Division Managers shall hold a minimum rank equivalent to Captain of Police.
2. The following existing units may utilize non-classified full-time employees of the department to serve as unit or division managers: ADR, Legal Services, Victim Services Division, Joint Processing Center, Planning and Data Governance, Office of Budget and Finance, Psychological Services, Community Affairs, Records, Fleet, Property Division, and Technology Services.
3. All other divisions and units currently supervised by classified officers shall remain under the authority of the Department and supervised by classified police officers. Any additional divisions or units shall require unanimous approval by the LRC.
4. Classified personnel working within these divisions/units are subject to being supervised by civilian personnel as it relates to non-police related matters. Classified officers assigned to the above listed divisions shall not be directed by a civilian manager as to any police related matter where the police officer is required to use his authority as a police officer to accomplish the assignment. All police related matters, orders, or directives to subordinate classified members of any division shall continue to be handled or issued by other classified members of a higher rank.
 - A. Further, §143.103(b), TLGC is hereby modified to the extent that any classified officer of any classification may report to a higher-ranking classified officer of any classification.

ARTICLE 23: TRANSFER OF CERTAIN FUNCTIONS TO HOUSTON FORENSIC SCIENCE CENTER

1. Employees who report to the Houston Forensic Science Center ("HFSC") shall be treated consistently with the Interlocal Agreement between the City of Houston and the HFSC in effect at the time of the ratification of this Agreement or any additional Interlocal Agreement that may be necessary to memorialize the transfer of responsibility(ies). This includes the future transfer of part or all of the HPD Property room responsibility to HFSC.
2. Positions within the HFSC can be designated as civilian or classified and the following will apply:
 - A. Positions in the Property Division will remain filled by existing classified personnel until such time as the person voluntarily vacates the position, is promoted, is removed from that position on a for cause basis, or is transferred out at the discretion of the Chief of Police.
3. Any classified person working an assignment after the function transfers to HFSC may be supervised/managed by civilian HFSC supervisors/managers. Such supervision shall not include any activity or function involving the officer's police authority.
 - A. When the need arises, classified investigators and supervisors/managers and forensic personnel (classified and civilian) should work together to avoid confusion when directing forensic employees at the scene of a criminal incident.
 - B. Civilian forensic supervisors/managers do not have the authority to direct classified personnel, not assigned to the forensic operation, at crime scenes.
4. The Chief may designate classified led entities within the Department to be responsible for classified administrative requirements, including but not limited to, internal affairs investigations, mandatory in-service training, job performance ratings in consultation with HFSC supervisors, grievances, integrity checks, notification of drug testing, extra employment, and tracking in any City or HPD personnel system.

ARTICLE 24: HOUSTON EMERGENCY CENTER (HEC)

1. The Houston Police Department will maintain Command Control and Oversight over the dispatching of police calls for service.
2. The Houston Police Department will maintain a classified presence in the HEC at all times.

DISPUTE RESOLUTION SYSTEMS AND PROCEDURES

ARTICLE 25: CIVIL SERVICE COMMISSION

1. The Fire Fighters' and Police Officers' Civil Service Commission ("FFPOCSC" or "Commission") shall be composed of a roster of up to six (6) qualified commissioners to preside over matters properly before the Commission.
 - A. The commissioners shall be selected using a tripartite appointment process whereby the City and the two existing classified employee majority bargaining agents, through their representatives, each designate two (2) commissioners to be appointed by the Mayor to serve three-year terms.
 - B. The Mayor shall appoint commissioners no later than July 1, 2025, and thereafter on July 1 following the expiration of each three-year term. In the event that new appointments are not made by July 1 of each new term, the existing commissioners shall continue to serve until new appointments are made.
 - C. If a vacancy occurs or if an appointee fails to qualify within twenty (20) calendar days after the date of appointment, the nominating party may choose another candidate for the Mayor to appoint and serve for the remainder of the unexpired term.
 - D. Any party may, at any time and in their sole discretion, remove any of their appointees and select a replacement appointee to be appointed by the Mayor for the remainder of the term.
 - E. A person appointed to the FFPOCSC must meet the following minimum qualifications:
 - i. Be of good moral character;
 - ii. Be a United States citizen;
 - iii. Be a resident of the City of Houston or live within 30 miles of the City limits;
 - iv. Be at least 30 years of age;
 - v. Not have held a municipal public office within the preceding three (3) years;
 - vi. Not have been an employee of the City of Houston and/or officer or employee of any City-recognized group/association/union within the preceding ten (10) years; and,
 - vii. Not have a direct conflict of interest with any City-recognized employee group/association/union or the City of Houston (Note: A lawyer employed with a firm of over thirty (30) licensed attorneys will not be disqualified or considered to have a conflict of interest just because someone in his/her firm represents the City-recognized employee group/association/union or the City).
 - F. The FFPOCSC will be an autonomous and independent Commission of the City of Houston.
 - G. The City's HR Director shall serve as the Secretary of the Commission to administer this procedure in accordance with these provisions and state and local law.

2. The official roster of FFPOCS Commissioners will be used to select panels of three Commissioners each to hear matters to be reviewed by the Commission. The following shall apply:
 - A. Upon receipt of a matter for consideration by the FFPOCSC, the HR Director or their designee shall assign the first three names on the official roster, listed in alphabetical order by last name, on a rotating basis to hear the matter(s) for consideration.
 - B. There will be no deviation from the order of selection from the official roster. After the three-member panel has been selected and assigned, if a member of the panel notifies the Director of their inability to be present at the hearing for any reason, the Commissioner will be replaced by the next available Commissioner on the official roster.
 - C. Once a panel of three has been confirmed and empaneled, a meeting date will be set.
 - D. The first Commissioner selected for the panel and is present shall serve as the presiding officer.
3. At least two Commissioners must be present for the Commission to conduct a meeting and establish a quorum.
4. The party with the burden of proof before the Commission must have an affirmative vote of at least two (2) Commissioners to prevail.
 - A. In the event of a split vote of only two Commissioners present, the party with the burden of proof does not prevail.
5. The City Attorney's Office will not serve as a legal advisor and/or consultant to the Commission for matter(s) concerning police officers that are before the Commission.
6. A Rules Subcommittee of the LRC (comprised of three (3) officers representing the City and three (3) officers representing the MBA) is hereby authorized to establish, modify, or amend, a set of rules and procedures to be adopted by the Commission for matters involving police officers.
 - A. All members of the LRC Subcommittee must vote either in person or by proxy to adopt and recommend the rules and procedures. Once adopted by the Commission, the rules and procedures are to be followed on all matters before the Commission and grievance examiners.
7. For hearings before the Commission, Grievance Examiners and Independent Hearing Examiners (IHE's), attorneys representing officers and/or the City shall be authorized to issue subpoenas pursuant to §143.010(d) and §143.1015, TLGC.
 - A. All subpoenas issued must be filed with the Commission and served upon the opposing party within 48 hours of issuance and not later than 72 hours before the scheduled hearing.
 - B. For hearings before IHE's, any motion to quash a subpoena shall be heard by the IHE assigned to hear the appeal.
8. The Rules Subcommittee and the Civil Service Commission Office of the City of Houston will develop a training curriculum for orientation of Commissioners and the grievance examiners.

9. The HR Director, as Secretary of the Commission, shall cause to be created and maintained a complete, accurate and legible record of matters before the Commission. This record shall be made by a certified court reporter or a reliable recording system that provides a complete, accurate and legible/audible record of the appeal hearing.
 - A. If recorded and/or transcribed, the recording and/or transcript shall be provided at cost to the officer upon request and shall be accompanied by a certificate attesting to the accuracy of the recording and/or transcript of the record.
 - B. If a court reporter is utilized and the matter is appealed to district court, the cost of a transcript shall be shared equally by the parties.
10. If an officer is dissatisfied with any Commission decision, the officer may file a petition in district court asking that the decision be set aside.
11. The petition must be filed within 10 calendar days after the date the final Commission decision is:
 - A. sent to the officer by electronic mail at the address provided by the officer or certified mail with return receipt requested; or,
 - B. the officer receives the decision as indicated by the date of the electronic mail or the certified return receipt requested form.
 - C. In the event the officer does not receive the electronic mail, claim the certified mailing of the decision, or the post office is unable to deliver the decision, the officer must file his appeal no later than 30 calendar days after the decision was sent by electronic mail or by certified mail.
12. The Commission shall also mail a copy of the decision to the officer's legal counsel by electronic mail or certified mail with return receipt requested at the same time the decision is mailed to the officer.
 - A. This mailing to the officer's legal counsel is a courtesy copy only and shall not serve as a notice to the officer, nor will it serve as grounds for an appeal if not received by the officer's legal counsel.
13. In addition to the remedies available under § 143.118 and 143.120 TLGC, the Commission and IHE's have the authority to reduce a disciplinary suspension to a written reprimand.

ARTICLE 26: PANEL OF INDEPENDENT HEARING EXAMINERS

1. The Labor Relations Committee (LRC) shall have the sole and exclusive authority to select and maintain a roster of up to twelve (12) qualified independent hearing examiners (IHE's) to preside over any appeal or matter in which an aggrieved officer or party is entitled to the selection of an IHE under this Agreement or Chapter 143, TLGC. New rosters of IHE's shall be appointed by the LRC for a term of three (3) years. All members of the LRC must vote either in person or by proxy.
 - A. The roster currently in existence at the time of the ratification of this Agreement shall remain in effect until December 31, 2027, at which time a new roster shall be appointed. Thereafter, new rosters shall be appointed at the expiration of each three-year term. In the event a new list is not provided by the term expiration, the roster of IHE's will serve until the LRC provides a new roster.
 - B. Unless otherwise agreed by the parties, the City and MBA shall each select up to six (6) candidates to serve on the roster for the three-year term. The order of selection shall be determined by a coin toss, with each party alternating their selections. An IHE may be reappointed by the LRC and may serve consecutive three-year terms. Each party has the power to veto one (1) selection by the other party. The party losing a candidate by veto will then select a different candidate, with no right of veto by the opposing party.
 - C. If it is found during the selection process that a selectee is unwilling or unable to serve, then the nominating party may choose another candidate.
 - D. Each party may remove, at their discretion, their appointee and select another candidate, for appointment by the LRC, for the remainder of the term. The candidate selected may not have been vetoed during the selection process for that term.
2. To qualify for appointment, an IHE must:
 - A. reside or maintain a principal office within 275 miles of the city limits of the City of Houston;
 - B. be of good, moral character;
 - C. have previous arbitration experience; and
 - D. be a member of the American Arbitration Association (AAA) labor panel or Federal Mediation and Conciliation Service (FMCS)
3. In order to establish the order of the rotating panel of independent hearing examiners, the individuals selected will be assigned based on the order of their selection by the parties.
4. Upon receipt of an officer's appeal to an independent hearing examiner or any other matter in which a party has exercised its right to the selection of an independent hearing examiner, the HR Director or designee shall assign the appeal to the first hearing examiner on the established roster and each successive examiner thereafter. There will be no deviation from this selection and assignment procedure.
 - A. Once established, the list of hearing examiners and a record of the assignments of examiners will be maintained by the HR Director for inspection and/or review during normal business hours. Any deviations from strict compliance with this roster assignment procedure shall be brought to the attention of the LRC for review and appropriate action.

- B. If a selected examiner notifies the parties of an inability to conduct the hearing for any reason within 120 days after selection, the appeal shall be reassigned to the next independent hearing examiner on the roster.
- 5. If at any time during the three-year roster term an appointee is no longer able or willing to serve, the LRC may be convened by either party. The party that initially recommended the panel member may select a new candidate to be appointed by the LRC. The candidate selected may not have been vetoed during the selection process for that term.
- 6. For each assignment, the IHE will be paid for all time spent conducting the hearing, for travel, and preparation of an opinion/order.
 - A. The IHE's daily rates shall be established by the Labor Relations Committee, with consideration given to the average of the daily rates of the members of the AAA and/or FMCS labor panels who meet the above eligibility requirements.
 - B. All reasonable, out of pocket expenses including travel and lodging will be included in the award.
 - C. All costs and fees of the independent hearing examiners will be equally paid by the officer and the City (one-half each).
- 7. The LRC may establish a rules subcommittee comprised of three officers representing the City and three officers representing the MBA as may be needed to review and recommend changes to the rules and procedures to be followed by the IHEs.
 - A. Rules governing the issuance of subpoenas are memorialized in paragraph 7 of Article 25, *Civil Service Commission*.

ARTICLE 27: CONTRACT GRIEVANCES

1. A challenge to any term of this Agreement either by interpretation and/or application which applies to an officer or to the MBA may be filed only by the HPOU, in its capacity as the MBA, or the City.
2. The City may not adopt the grievance of any member of the bargaining unit or any police employee groups.
3. The parties may mutually agree to waive, extend or modify any of the deadlines and/or procedures contained in this Article if reduced to writing and signed by a party representative or legal counsel.
4. The City reserves the right to implement electronic filing and processing of contract grievances during the term of this Agreement.

Phase I – Formal Challenge Process

5. The parties acknowledge that it is advisable for those who establish a working relationship to try to resolve any breach or perceived conflict relating to such Agreement at the earliest possible time and without judicial intervention. Therefore, even before a challenge is filed, the MBA or the City (represented by the Chief) may file with the responding party, a “Notice of Intent to Challenge” (Notice) pursuant to this Agreement on an approved form provided by the Department specifying the factual and/or legal basis for the alleged challenge, which must have occurred or been discovered, whichever is later in time, but no later than forty-five (45) days prior to the Notice being filed.
 - A. If the MBA or City files a challenge, it will be presumed that the MBA or City has fully reviewed the matter and finds that there is merit to the challenge and that any internal measures to determine whether to proceed with the challenge have been exhausted before the Notice of Intent to Challenge was filed.
 - i. Officers who are not members of the HPOU shall be required, at the discretion of the HPOU, to reimburse the HPOU for costs, expenses and fees related to prosecuting a challenge to this Agreement. Such costs shall include, but are not limited to, personnel costs based upon salaries and benefits, support staff, copying, research, and other expenses associated with an Agreement challenge.
 - ii. The responding party shall have a twenty-one (21) day grace period from the date of filing of the Notice to amicably resolve any challenge without the moving party having to initiate the formal challenge set out in this Article.
 - iii. If the matter is not amicably resolved within this grace period, the moving party shall have an additional nine (9) days (Phase I may take only a maximum of thirty days from the date the Notice is filed and may extend the contract grievance to only 75 days from the date the grieved action arose or was discovered) to file a formal challenge in accordance with the procedures set forth herein below.
 - iv. Participation in Phase I is encouraged, but not mandatory.

Phase II Formal Challenge Process

6. Unless Phase I is instituted, a contract grievance must be brought within forty-five (45) days of the occurrence of the act(s) which is (are) the basis(es) for the challenge, or the date of discovery, if the act was not readily apparent or discernable.
 - A. If the informal resolution process above is utilized and the moving party files a timely "Notice of Intent to Challenge", this forty-five (45) day period is extended for an additional thirty days (maximum of seventy-five days) from the date the grieved action arose.
 - B. Any contract grievance must be filed with the City of Houston Human Resources Department - Civil Service & EEO Division on an approved form provided by the City, and served on the opposing party via personal service, certified mail return receipt, and/or electronic mail and must specify with sufficient detail, the law, the allegations and/or facts that form the basis of the grievance.
7. At each phase of the grievance, each party may be represented by up to two representatives and an attorney. An individual grievant (officer or Chief) may, but is not required to be present.
8. Once a contract grievance is timely filed, the following procedures shall apply:
 - A. If applicable, the Assistant Chief responsible for the function in connection with which the grievance has arisen shall have up to fourteen days to investigate the facts and gather information. If the actual fact gathering responsibility is delegated to a designated representative, the Assistant Chief is responsible to ensure that all tasks are timely accomplished.
 - B. The Assistant Chief will schedule a meeting with the MBA's designated representative(s), within twenty-one days of the date of filing of the challenge. The purpose of the meeting is to candidly discuss the issue(s) which serve(s) as the basis for the challenge and determine whether any possible resolution is feasible and could be recommended to the Chief. The Assistant Chief may include in the meeting any resources (for example: Employee Services, Legal, etc.) that may assist in resolving the challenge.
 - C. Following the conclusion of the meeting, the Assistant Chief shall have up to ten days to provide to the Chief a summary of the challenge, its factual basis, and a recommended resolution or course of action.
 - D. The Chief shall have up to an additional ten-days to issue a proposed resolution to the challenge. The resolution proposed by the Chief shall be served on the MBA as expeditiously as possible, but may not exceed five days.
 - i. If the Chief fails to timely propose a resolution within this fifteen-day period, the MBA may automatically elect to proceed to the next step, but must do so within ten days of the receipt date, as described above.
 - E. Following receipt, the MBA shall have up to ten days to accept or reject the proposed resolution by means of a written notice of acceptance or rejection filed with the Chief.
 - i. If accepted, the Department shall implement the proposed resolution as expeditiously as possible.
 - ii. If rejected, the MBA must concurrently elect whether to proceed to mediation or arbitration.

Phase III – Arbitration or Mediation

9. If the MBA elects to proceed to mediation or arbitration, a Request for Mediation or Arbitration shall be filed on a form approved by the City, who shall schedule a session with the next person on the roster of IHE's appointed in accordance with Article 26.
 - A. The arbitration or mediation shall occur within forty-five days of the date the Phase III Request is filed with the Director at a time mutually convenient to the parties.
 - B. Only one continuance may be granted per side and only for good cause. Each continuance may not exceed an additional fourteen days.
 - C. This period may be extended if the IHE's schedule cannot accommodate scheduling within forty-five days, but may not extend beyond an additional thirty days.
 - D. If the selected IHE's cannot accommodate scheduling the mediation or arbitration within seventy-five days, the next IHE's on the official roster shall be appointed in order of selection.
10. If arbitration is the elected preference, the IHE must issue proposed findings of fact and conclusions of law and a recommended award within ten (10) days of the close of the hearing. The IHE's decision is final. No appeal lies to a District Court for either party except for fraud, collusion or unless the IHE exceeded his/her jurisdiction.
11. If the matter is resolved through mediation, or if arbitrated and neither party appeals the recommended award, the Department shall implement the resolution as expeditiously as possible.
12. If the matter is referred to mediation and cannot be resolved, the mediator shall determine when such impasse occurs and shall inform the parties of such determination. Either immediately thereafter or upon a mutually agreed time, the mediator shall switch to arbitration mode and receive evidence, testimony and argument. The mediator (now) IHE must issue proposed findings of fact and conclusions of law and a recommended award within ten days of the close of the arbitration hearing. The mediator/arbitrator's decision is final. No appeal lies to a District Court for either party except for fraud, collusion, or if the arbitrator exceeds his/her jurisdiction.
13. In any mediation or arbitration conducted pursuant to this Article, attorneys representing either party shall be authorized to issue subpoenas in the same manner as prescribed in Article 25(8) of this Agreement.
14. In the event a challenge is filed by the City, the role of the parties in sections 7 through 10 of this Article shall be reversed. The timelines and procedures established in section 7 of this Article shall apply to the MBA and its President, in the stead of the Chief or designee, and shall be condensed to steps 8(D) through 8(E). If the City rejects the proposed resolution, it may proceed to mediation or arbitration using the same procedure and deadlines established in the remaining sections.

ARTICLE 28: GRIEVANCE EXAMINERS AND PROCEDURE

1. The Human Resources Department shall also be responsible for maintaining a roster of grievance examiners who shall be responsible for adjudicating officer grievances brought pursuant to Chapter 143.127, et. seq., TLGC and this Agreement.
2. Grievance examiners shall meet the following minimum eligibility requirements:
 - A. reside within 275 miles of the city limits of the City of Houston;
 - B. be of good, moral character; and,
 - C. have previous experience in the labor and/or employment field.
3. Compensation of the grievance examiner shall be determined by the Director of Human Resource Department at competitive market rates for such work.
4. Grievances are limited to the following issues:
 - A. Transfers (involuntary or denials)(Method A only)
 - B. Denial of overtime actually worked
 - C. Written Reprimands
 - D. Permanent change in days off and/or duty hours (Method A only)
 - E. Semi-annual Job Performance Reviews (JPR) in which the officer's Overall Rating is reduced to less than effective. Grievances shall not be filed if the officer's JPR is reduced only in specific performance factors and which does not result in a reduction of the Overall Rating to less than effective.
5. Any officer who files a grievance regarding a written reprimand may elect to waive his/her Step I meeting and proceed directly to the Step II grievance procedure. The employee may make this election on a form provided by the Police Department and/or may notify the Commission of his election through his designated attorney of record.
6. The parties to a grievance may agree to modify or extend any of the deadlines, meeting dates or hearing dates pertaining to grievances contained in this Article or Chapter 143, TLGC if reduced to writing and signed by the party, a party representative or legal counsel. A Grievance Examiner is required to honor any such agreements without the need for a formal appearance by either party.
7. Unless otherwise agreed by the parties in writing, a Step III hearing under §143.130, TLGC shall be scheduled within 60 days of the date the Step III form is filed with the Director. The parties shall first attempt to agree on a mutually acceptable hearing date from a list of available dates offered by the Grievance Examiner. If, within 15 days of the filing of the Step III form, the parties cannot agree on a mutually acceptable date, the Grievance Examiner shall select a date for the hearing within the 60-day deadline. Once a STEP III hearing date is scheduled, the Grievance Examiner may grant up to one continuance per side, not to exceed 30 days, upon good cause shown.
8. Following the Step III grievance hearing conducted pursuant to §143.130, TLGC, the written findings and recommended solution issued by the grievance examiner shall be considered a final, binding order. Neither party may appeal the order to the Commission, any district court or any other authority. This procedure expressly supersedes any contrary provisions in Chapter 143, TLGC or local ordinance.

ARTICLE 29: MEDIATION OF CERTAIN MATTERS

1. In order to retain the benefits of an alternative means of resolution of certain matters, all timing for dates and deadlines for the imposition of discipline (§143.117 or §143.119, TLGC) for appeals to independent hearing examiners (§143.120; §143.127; §143.134 or §143.1016, TLGC, etc.) or to the Commission shall be tolled for the period of time from the date the matter is received by the alternative dispute resolution unit until its completion with or without a written resolution or its referral to another investigatory/grievance process, but no more than 60 days, whichever occurs first. All other time frames and deadlines remain unchanged as required by Chapter 143, TLGC or this Agreement.
2. All mediations shall be conducted as required by Departmental rules and guidelines and state law. Accordingly, all discussion and contents of mediations shall be confidential. Mediations that do not result in an amicable resolution may not be disclosed to any third parties in any form or fashion by any of the parties or participants. Mediations that are resolved to agreement will be confidential to the extent allowed by law.
3. Any letter, memorandum, document, notes or other communication (oral or written) disclosed in the mediation process shall be confidential and not be made public nor shall it be included in the officer's personnel or other departmental files.
4. Any neutral third party who participates in the mediation shall not be required to testify at any subsequent proceeding or disciplinary action nor be required to disclose any communication (oral or written) which was disclosed in the mediation.
5. Any oral or written communication disclosed during mediation, is discoverable in other, proceeding, only if such oral or written communication would be discoverable or admissible independent of the mediation.
6. From inception through completion, all meetings or other procedures are exempt from the 48 hour or other notice requirements mandated in Chapter 143 or in other provisions of this Agreement relating to investigations.

INVESTIGATION, DISCIPLINARY PROCESS AND APPEALS

ARTICLE 30: INVESTIGATION OF ALLEGED OFFICER MISCONDUCT

1. The following provisions shall apply to the investigation and interrogation of an officer. If any portion of this procedure shall conflict with any provision of Chapter 143, TLGC, the language of this Agreement shall control.
2. "Interrogation" shall mean the process by which the Department through its supervisors or other persons assigned to conduct an investigation, presents oral or written inquiries to an officer under investigation, and requires the officer to respond orally or in writing.
 - A. Interrogations shall be conducted in compliance with the provisions of Chapter 143 and this Agreement, with the exception of oral interrogations, which shall be conducted during normal business hours (Monday through Friday, 8:00am to 5:00pm CST). Officers are to receive compensatory overtime or exempt time credit if the oral interrogation is conducted outside of their normally assigned working hours.
 - B. Unless waived by the officer, oral interrogations may only be conducted for administrative investigations into alleged criminal activity.
 - C. See supervisor's rights for pre-investigative questioning contained in the Supervisory Intervention Article of this Agreement.
3. The officer being interrogated shall be provided a copy(ies) of the statement/affidavit/complaint that serves as the basis for the complaint by the complainant at the time the 48-hour notice is given.
 - A. If the Complainant's statement/affidavit/complaint is not provided to the officer at the time of his/her 48-hour notice, prior to his/her interrogation, the statement/affidavit/complaint may not serve as the basis for any discipline for the Class I or II violation.
4. An officer shall be provided copies of written statements, audio recorded witness statement(s), internal affairs interview(s), affidavits and audio/video recordings, including the officer's own body worn camera recording(s) or other mobile video recordings, received or gathered by the investigative authority during the investigation before the officer's interrogation, if the interrogation is based in whole or in part upon such item(s). The investigator shall also make a good faith effort to provide any other body worn camera recordings or mobile video recordings received or gathered by the investigative authority before the officer's interrogation, if the interrogation is based in whole or in part upon such item(s).
 - A. If an officer is not given the copies of the item(s) as required above, any such item(s) may not be used to support an administrative action (e.g. involuntary demotion, promotional bypass, etc.) or discipline against the officer.
5. In addition to the requirements of Chapter 143.1017(h), no later than the 180th day after the Department discovers an officer may have committed a felony, including a state jail felony, the Chief may send a letter to the Attorney General which shall include at a minimum, the date the alleged criminal activity under investigation occurred, the general category of offense (e.g. felony, etc.), the date of discovery, and the date the investigation was commenced.
 - A. This notice to the Attorney General shall only be required if the Chief is considering

an indefinite suspension.

6. A copy of the letter to the Attorney General shall be furnished to the officer under investigation at the time of interrogation, or at the time of issuance, if issued after the initial or subsequent interrogation.
7. An officer under investigation for a Class II violation investigated at the divisional level by an IAD investigator shall be required to receive only one (1) Notice of Interrogation at least 48 hours prior to the first interrogation in any form.
 - A. Any subsequent interrogation(s) of the same Officer on the same complaint (or any extension or collateral issue(s) related to the same complaint) shall only require a reasonable opportunity to consult with his counsel or representative before responding to such subsequent interrogation.
 - B. A reasonable opportunity shall always depend on the time and circumstances, but shall generally be construed to allow sufficient time to locate such counsel or representative and review the interrogatories, allow for review of related documents and obtain advice.
8. The provisions of §143.124, TLGC and related case law authority shall apply whenever the department utilizes the polygraph examination for an internal investigation and the department shall utilize only outside polygraphers for administrative IAD investigations.
9. At the conclusion of any administrative investigation where there are sustained charges against an officer, at least 48 hours prior to any meeting in which the officer is given an opportunity to review and respond to sustained charges and/or a discipline recommendation, the officer shall be provided a copy of any evidence obtained during the investigation that was not previously provided to the officer during the investigation. In the event that no meeting identified in this paragraph is held, the officer shall be provided a copy of the evidence identified above prior to the imposition of discipline. Any evidence withheld from an officer in violation of this paragraph may not be used to support an administrative action or discipline against the officer.

ARTICLE 31: DISCIPLINE AND DISCHARGE

1. The Chief, or in the Chief's absence from the City or disability, the Chief's designee, may impose a disciplinary suspension upon an officer for a violation of civil service and departmental rules.
 - A. A "Notice of Disciplinary Suspension" for purposes of this Agreement refers to both temporary suspensions and indefinite suspensions. The "Notice of Disciplinary Suspension" is the letter in which the Chief lists the rules alleged to have been violated and the facts supporting the rules alleged to have been violated.
 - B. The Chief may suspend an officer for disciplinary reasons for up to 15 days or an indefinite time period. A temporary suspension or an indefinite suspension may not be imposed later than the 180th day after a rule(s) violation(s) is reported to the department by a complainant, supervisor, another officer or by any other means, except as otherwise provided by this Agreement and/or state law.
2. The Chief may indefinitely suspend an officer for a felony or state jail felony that occurred more than 180 calendar days prior to the date of discovery for the indefinite suspension if the officer has been charged with such felony by indictment or information.
3. In addition to the requirements of Chapter 143.1017(h), no later than the 180th day after the Department discovers an officer may have committed a felony, including a state jail felony, the Chief may send a letter to the Attorney General which shall include at a minimum, the date the alleged criminal activity under investigation occurred, the general category of offense (e.g. felony, etc.), the date of discovery, and the date the investigation was commenced.
 - A. This notice to the Attorney General shall only be required if the Chief is considering an indefinite suspension.
 - B. A copy of the letter to the Attorney General shall be furnished to the officer under investigation at the time of interrogation, or at the time of issuance, if issued after the initial or subsequent interrogation.
4. If the Chief or officer offers a suspension of 16 to 90 calendar days for violations of civil service rules in lieu of an indefinite suspension, the officer may agree in writing to voluntarily accept the suspension with no right of appeal.
 - A. The officer must accept the offer within two (2) business days after the date the offer is made or prior to the expiration date of the investigation unless a 180-day waiver is signed.
 - B. If the officer refuses the offer and wants to appeal, the officer must file an appeal within 15 calendar days after the officer is served as described herein above.
5. A disciplinary suspension is deemed to have been imposed and becomes effective on the date the Notice of Disciplinary Suspension is filed with the Director of the Commission.
 - A. This shall be true even if the period within which the disciplinary suspension is to be served, or the date on which it begins, is at a later time.
 - B. To the extent that the foregoing protocol conflicts with or supplements the provisions of Chapter 143, TLGC, these provisions shall control.
6. Service of Disciplinary Suspensions on the Officer

- A. Personal service of the Notice of Disciplinary Suspension within the 180-day period is not required to implement the disciplinary suspension order; provided, however that the officer is entitled to receive actual or constructive service of the Notice of Disciplinary Suspension so that the officer can timely exercise any appeal rights that the officer may have.
 1. If an officer refuses service or if personal service is not possible or ineffective after a reasonable attempt at such service, the Notice of Disciplinary Suspension may be mailed to the officer by certified mail return receipt requested, with delivery restricted to the officer, at the address listed in the department's database. A copy of the notice shall also be sent to the officer through the officer's personal email address, if the officer has chosen to provide one to the Department.
 2. Service shall be considered to be complete as of the date the Notice was mailed by deposit into the U. S. Postal Service.
 3. Constructive Service. If Notice is not deliverable because the officer has not provided the department with the most current address or the officer fails to pick up or timely receive the Notice when presented by the Postal Service, the Notice is deemed served upon deposit into the U.S. Postal Service and no affirmative defense to timely service shall be allowed.
 4. If the U.S. Postal Service fails to timely serve the Notice of Disciplinary Suspension through its fault, totally without fault or negligence on the part of the officer, the officer may assert an affirmative defense alleging untimely service for purposes of lodging a timely appeal under the appropriate provisions of Chapter 143.
 - A. After the Notice of Disciplinary Suspension has been served, the City shall file a receipt with the POCSC that documents service on the Officer.
 1. The City is not required to file the Notice of Disciplinary Suspension with the receipt.
 2. The receipt shall be filed within five (5) business days after the day service has been completed.
 3. To the extent that the foregoing protocol conflicts with or supplements the provisions of Chapter 143, TLGC, these provisions shall control.
7. Notice of Other Hearings
 - A. Officers are entitled to receive actual or constructive notice of hearings in which the Chief of Police will consider an indefinite suspension, an involuntary demotion or a promotional bypass.
 1. If an officer refuses service or if personal service is not possible or ineffective after a reasonable attempt at such service, the notice may be mailed to the officer by certified mail return receipt requested, with delivery restricted to the officer, at the address listed in the department's database. A copy of the notice shall also be sent to the officer through the officer's personal email address, if the officer has chosen to provide one to the Department.

2. Service shall be considered to be complete as of the date the notice was mailed by deposit into the U. S. Postal Service.
 3. Constructive Service. If notice is not deliverable because the officer has not provided the department with the most current address or the officer fails to pick up or timely receive the Notice when presented by the Postal Service, the Notice is deemed served upon deposit into the U.S. Postal Service and no affirmative defense to timely service shall be allowed.
 4. If the U.S. Postal Service fails to timely serve the Notice through its fault, totally without fault or negligence on the part of the officer, the officer may assert an affirmative defense alleging untimely service for purposes of lodging a timely appeal or exercising any other rights under the appropriate provisions of Chapter 143.
8. Appeal Deadline. The officer has 15 calendar days to file an appeal from the date of actual or constructive service of the Notice of Disciplinary Suspension upon the officer as specified in these provisions. The appeal may be signed by either the officer or the officer's legal representative.
9. The Chief and an officer may mutually agree to waive any of the time limitations imposed by this Agreement or Chapter 143, TLGC so long as the agreement is in writing and signed by the officer or their legal representative and the Chief or his designee. The Commission or an IHE is required to honor any such agreements if placed into the record.
 - A. At the time an appeal of a disciplinary suspension is filed, the appealing officer may elect, in writing, to initiate a grace period to facilitate the possibility of an agreed settlement. Upon making this election, all hearing and decision deadlines under this Agreement and Chapter 143, TLGC are automatically tolled for a period of sixty (60) days. The date the grace period is terminated shall be considered the date the appeal was filed for purposes of any applicable hearing and decision deadlines. If the officer has elected to have their appeal heard by an IHE rather than the Commission, the HR Director shall not assign an IHE to the case until the termination of the grace period.
 - B. If the officer and the Chief agree to resolve the appeal during the grace period, they shall submit a written settlement agreement to the HR Director reflecting the precise terms of the settlement, which shall be signed by the officer or their legal representative and by the Chief or his designee. Such agreement shall have the same force and effect of a Commission decision or IHE award following the normal appeal process and may apply the same remedies available under law.
10. In an appeal of an indefinite suspension, the officer and the Department may agree to abate the proceedings for circumstances not otherwise provided for in Chapter 143, TLGC. Any such agreement must be in writing and signed by the parties or their legal representatives, and may contain additional provisions agreed to by the parties.
11. In an appeal of any indefinite or temporary suspension, the department shall have the burden of proof by a preponderance of the evidence.
 - A. By a preponderance of the evidence, the department must show the truth of the charges and that just cause exists for the imposition of the discipline imposed.
12. During the appeal of an indefinite suspension, an officer may make a one-time election, in writing, to be paid in a lump sum all or part of the officer's compensatory time accrual owed, PTO accumulated or both up to 320 hours at the applicable rates at separation.

This pay shall be paid to the officer within two (2) pay periods following the date of the officer's election. If the indefinite suspension is subsequently overturned or modified through an appeal, arbitration, or other proceeding, the leave previously paid out will not be restored or reinstated to the officer's leave balance. The officer's election is irrevocable and any amounts received for accrued leave in accordance with the section cannot be repaid to the City in the event that the officer prevails in their appeal.

13. In addition to the authority provided by Chapter 143, TLGC, the parties hereby agree that the Commission or an IHE appointed pursuant to the provisions of this Agreement shall have the authority to consider a disciplinary suspension period covering any time period, including time already served between imposition of the discipline and the appeal decision.
 - A. It is the intent of the Parties under this provision to override the judicial gloss imposed on the statute by the case styled *Waco v Kelley*, 309 S.W.3d 536 (Tex. 2010) which restricted the authority of the Commission and IHE's to modify discipline within the parameters of anything over fifteen (15) calendar days and an indefinite suspension.
 - B. Provided further that it is not the intent of the Parties to modify any right or privilege of further appeal or appellate review that is otherwise authorized by law to review the decision of the Commission or the IHE.
 - C. Any officer whose discipline is reduced or overturned after all appeals are exhausted shall be paid the amount previously docked within thirty (30) business days or will be entitled to two times the amount due.
14. If the disciplinary action is overturned in its entirety on appeal by the Commission, an IHE, or a court of competent jurisdiction, the Human Resources Director promptly shall order that the records of a disciplinary action that was taken against an officer be expunged from each file maintained on the officer by the department.
 - A. Documents that must be expunged under this subsection include all documents that indicate disciplinary action was recommended or taken against the officer, such as the recommendations of a disciplinary committee or a letter of suspension.
 - B. This subsection does not apply if the disciplinary action was only reduced and not overturned, or if the officer is charged with excessive force that results in a death or injury and the charge is being investigated by a law enforcement or criminal justice agency other than the department.
 - C. Nothing contained herein shall require that Internal Affairs Division records be expunged under any circumstances.
15. In any cause of action, civil or criminal, no file, or any part thereof, maintained pursuant to §143.089(g) shall be released to any party to the action until relevancy is judicially determined and an application for a protective order limiting the use of such file in that cause of action has been filed.
 - A. Prior to any release of any file, the Human Resources Director shall ascertain that an application for a protective order limiting the use of the records to the immediate litigation has been filed each time such file is sought in a civil or criminal action.
 - B. The City of Houston Legal Department, or its designee, shall be responsible for all legal representation related to the preparation, filing and prosecution of any order required to carry out the purpose of this section.

- C. Nothing herein shall prevent the HPD from releasing such documents to another law enforcement agency or District or U.S. Attorney's Office working on a mutual investigation as currently provided by §143.1214(b).
- 16. Except for Internal Affairs Division files, nothing in this Article shall be construed to prevent an officer from having access to his/her personnel file maintained anywhere by the department.
- 17. **POSITIVE DISCIPLINE.** In addition to the provisions in §143.122, Texas Local Government Code, after the Chief of Police has issued a disciplinary suspension, an officer may elect or request to have period of suspension deducted from his/her PTO banks, as provided below.

This deduction shall be in increments of the officer's normal shift hours (i.e., eight (8), ten (10), twelve (12) hours), as the case may be, for each day of disciplinary suspension.

In order to allow sufficient time for this process to take place, suspensions shall not commence until at least fifteen (15) days from the date the officer receives the disciplinary suspension. Nothing herein extends the 15 days an officer has to file an appeal of a disciplinary suspension.

- A. For a temporary suspension of up to three (3) days, the officer may elect positive discipline. Within five (5) days of receipt of a disciplinary suspension, the officer must submit to the Chief of Police a written offer election to waive their right of appeal, accept responsibility and agree to have the equivalent hours of suspension deducted from one of their cash valued PTO banks. This election is irrevocable and may not be denied by the Department.
- B. For a temporary suspension that is greater than three (3) days up to and including ninety (90) days, the Chief retains the discretion to allow positive discipline for all or part of the period of suspension.
 - 1. Within five (5) days of receipt of a disciplinary suspension, the officer must submit to the Chief of Police a written offer to waive their right of appeal, accept responsibility and agree to have the equivalent hours of suspension deducted from one of their cash valued PTO banks. The Chief of Police will then have five (5) days to accept the offer. If the offer is not accepted within five (5) days, the offer shall be deemed rejected. This process does not pertain to an agreed-to settlement.
 - 2. The offer shall be considered "settlement negotiations" and may not be introduced or offered for any purpose in any disciplinary proceedings.
- 18. **MINOR DISCIPLINE AND GRIEVANCES.** The Chief of Police, at his sole discretion may delegate his authority to issue final discipline in the form of written reprimands, and 1 or 2-day temporary suspensions to officers. Such delegation will be to a rank of no lower than a Commander of Police who is in the officer's chain of command and has reviewed the administrative investigation that is the subject of the discipline.

Any delegated person who issues a written reprimand or an officer of higher rank within that chain of command may also be delegated by the Chief of Police, at his sole discretion, to conduct a Step II, or combined Step I and II hearing related to that written reprimand. In such cases where the Step I and Step II hearings are not combined, and the Step II has been delegated by the Chief of Police, the Step I hearing may be conducted by a Lieutenant within that same chain of command. This provision supersedes any contrary provision of State Law listed in Chapter 143, TLGC.

19. ACCEPTANCE OF RESPONSIBILITY ELECTION. When an officer receives notice, as detailed below, that they are going to be issued a disciplinary suspension of five (5) days or less, the officer may elect to have the matter handled as Written Reprimand, rather than a suspension, by utilizing the following procedure:
- A. The officer will be notified of the impending discipline and provided a copy of the proposed suspension letter to review prior to it being filed with the Commission. The proposed suspension letter will be considered confidential and may not be shared by the officer with anyone other than his or her legal counsel or MBA representative.
 - B. After being given up to two business days to review the proposed suspension letter with legal counsel, the officer may elect to accept administrative responsibility for the policy violation(s) contained in proposed suspension letter. The officer must make this election prior to the expiration date of the investigation unless a 180-day waiver is signed.
 - C. If the officer agrees to accept administrative responsibility in the matter, the proposed suspension letter will be filed with the Commission as a Written Reprimand, rather than a suspension. The findings against the officer contained in the letter will be considered sustained and uncontested, and the officer may not file a grievance to contest the Written Reprimand.
 - D. Using the original disciplinary category range assigned to the policy violation(s) in the proposed suspension letter, the Department may enhance future discipline against the officer for same or similar misconduct or combination of categories of misconduct within the reckoning period, according to the Department's normal discipline enhancement procedures outlined in the Corrective Action Manual.
 - E. The officer must sign a receipt page for the Written Reprimand indicating that the officer accepts administrative responsibility for the policy violation(s), which shall be considered sustained and uncontested, and that the officer may not file a grievance to contest the Written Reprimand. The receipt page will clearly delineate the original disciplinary category range assigned to the policy violation(s) and will acknowledge that the officer's acceptance of administrative responsibility, including the original disciplinary category range, may be admitted in evidence against the officer in any subsequent administrative proceeding in which the policy violation(s) are used as an enhancement of discipline.
 - F. The above procedure may not be used to reduce a suspension to a Written Reprimand if the suspension is already the result of an enhancement of discipline based on previous policy violations.
 - G. An officer may not utilize the above procedure to reduce a disciplinary suspension to a Written Reprimand more than three (3) times, with a maximum of ten (10) days of suspension in the aggregate during the officer's career.
 - H. All forms necessary to implement the above procedure will be approved by the LRC.
 - I. Once submitted to the Department, an officer's ARE election is irrevocable.

ARTICLE 32: SUPERVISORY INTERVENTION

1. The Chief shall continue a program known as Supervisory Intervention as an alternative to the formal discipline process associated with Class I and Class II complaints as currently defined by HPD. Supervisory Intervention shall be utilized to correct infractions of administrative rules and procedures of a less egregious nature specifically excluding all Class I complaints.
2. A supervisor has the right, duty and responsibility at any time to inquire as to the facts of a circumstance or situation in order to make management, operational, administrative or organizational decisions. No 48-hour notices are required before discussing the original infraction with an officer.
 - A. If the inquiring supervisor becomes the complainant in a Class I or II complaint, the same inquiring supervisor may not further investigate such alleged violation.
 - B. If the inquiring supervisor becomes the complainant in a Class I or II complaint, the same inquiring supervisor may not participate in the process of recommending discipline for the violation.
3. An officer's immediate supervisor or a supervisor discovering an infraction shall determine whether to proceed through the formal complaint process as a Class I or II complaint or as a Supervisory Intervention.
 - A. An immediate supervisor is not authorized to proceed with a Supervisory Intervention if the violation constitutes a Class I infraction or any violation not listed in the Supervisory Intervention handbook found in the Department's Corrective Action Manual.
 - B. If a supervisor proceeds with an SI in violation of this Article, the SI will be void and the infraction will be sent through the formal IAD process. If an officer admits to misconduct under the circumstances described in this paragraph, any admissions made by the officer during the inquiry shall not be used against the officer in any subsequent investigation.
 - C. If a Supervisory Intervention is authorized, no formal complaint/affidavit/statement is required. The Supervisory Intervention must be documented, but need not be in the form of a complaint.
4. Infractions which may be included in this informal procedure include, but are not limited to those found in the Corrective Action Manual and the following:
 1. Improper or incomplete uniform;
 2. Failure to keep proper personal appearance including hair length, jewelry, etc.
 3. Incomplete work or assignment (excluding failure to complete offense report);
 4. Failure to wear or improper use of safety equipment;
 5. Failure/negligence in the care or handling of city provided property/equipment in an officer's care, custody and control that results in the loss or theft of such issued property (restitution may be required per GO#400-18);
 6. Failure to or late return of city property when due;

7. Untimely submission of extra employment application;
 8. Failure to report current address and phone number;
 9. Improper ticket/citation;
 10. Improper or untimely response to call;
 11. Violation of beat integrity;
 12. Tardiness at beginning of the shift or returning back to service;
 13. Failure to control or improper control of prisoner;
 14. Improper demeanor while testifying;
 15. Improper, incorrect, or untimely inventory of any property valued at less than \$100.00 (Does not apply to money, narcotics, weapons, or evidence.);
 16. Improper completion of property disposition forms;
 17. Discourtesy to citizens;
 18. Refusal to identify self upon request by giving name or badge number including removal, obscuring or failure to wear name badge;
 19. Improper use, abuse or improper language when using MDT;
 20. Disrespect for fellow officers;
 21. Tardiness at in-service training;
 22. Excessive breaks or unavailable for service;
 23. Unauthorized breaks;
 24. Unauthorized passenger(s) in city vehicle.
5. HPD shall maintain and update a standardized form for infractions requiring Supervisory Intervention.
 6. The issuance of an SI to an officer does not constitute or require an admission of a violation on the part of the officer.
 7. An infraction which is to be handled as a Supervisory Intervention shall be handled as follows:
 - A. Identification of the infraction and fact gathering of the underlying facts and/or details;
 - B. Informing the officer of the alleged infraction and request for the officer's position; and
 - C. Analysis of the facts and evidence to determine whether the infraction, in fact, occurred;
 - D. Supervisor discusses the infraction with the officer including what was wrong with the act/actions of the officer, what act/actions would have been appropriate, and what resolution is recommended; and
 - E. Once the proposed resolution is completed, the officer acknowledges the completion of the proposed resolution (e.g. training, education etc.).

8. Supervisory Intervention shall be non-punitive and is not to be considered discipline in any form or fashion. It is intended to correct or modify actions/behavior through positive encouragement, counseling, training, or reeducation. It is not intended to punish or harm an officer in any way.
 - A. As a result, a Supervisory Intervention may result in one or more counseling sessions, and/or training, and/or reeducation efforts, including but not limited to, reviews of General Orders, SOPs, Academy lesson plans, and/or repeat task performance, classes or exercises.
 - B. Since Supervisory Intervention is not discipline, it is neither grievable nor appealable.
9. Documentation of a Supervisory Intervention shall be retained exclusively at the divisional level in the employee's divisional file and used for evaluating the officer's performance during that evaluation period only.
 - A. A Supervisory Intervention may not be used in any other evaluation period.
 - B. The documentation relating to a Supervisory Intervention shall not be placed in the departmental file or the officer's official file at Human Resources.
10. Once a supervisor decides to proceed to handle a designated matter in the form of a Supervisory Intervention, he may not later refer the matter out as a Class I or II complaint unless a different, collateral or intervening infraction requires a referral as a formal Class I or II complaint. Whenever this occurs, the Supervisory Intervention may continue to completion on the designated infraction while the new and intervening, collateral matter is concurrently sent to the appropriate forum for Class I or Class II complaints, or is also handled as a Supervisory Intervention.
 - A. Once referred, HPD shall follow the appropriate procedures for the resulting Class of complaint.
 - B. If evidence of unrelated infractions is discovered during this process, the supervisor may, depending on the severity of the infraction, elect to utilize the Supervisory Intervention process or may formalize the complaint on the unrelated infraction. Any statements made relating to the unrelated infraction may be utilized in any later proceeding or process.
 - C. Failure to follow traditional Chapter 143 investigative or interrogation procedures during the Supervisory Intervention phase of the review process, shall not be considered an impediment nor jeopardize the Class I or II complaint so long as the Class I or II complaint is handled in compliance with the procedures in Chapter 143 or the procedures included elsewhere in this Agreement.
11. The Chief shall have the option to reduce any discipline to a Supervisory Intervention if the circumstances warrant such a reduction.

SALARY, PAYS, AND BENEFITS

ARTICLE 33: SALARY, PAY, AND BENEFITS

1. BASE AND SENIORITY PAY COMPENSATION

- A. Beginning the first full pay period after July 1, 2025, 1st year (Grade III) police officers shall have a base pay of \$75,000.00 and 2nd year (Grade III) police officers shall have a base pay of \$76,500.00. Thereafter, base pay increases are reflected in Exhibit A to this Agreement, and as set forth in 1(B)(2-5) of this Article.
- B. Base pay increases for each classification are reflected in Exhibit A to this Agreement, which is hereby incorporated by reference, and shall become effective the first full pay period on or after July 1, 2025 of each year thereafter.
1. Effective the first full pay period after July 1, 2025, the ranks of police officer and higher shall receive a 10% base pay increase. This excludes 1st year and 2nd year (Grade III) police officers whose base pay increases are set forth in 1(A) of this Article.
 2. Effective the first full pay period after July 1, 2026, the ranks of police officer and higher shall receive a 8% base pay increase.
 3. Effective the first full pay period after July 1, 2027, the ranks of police officer and higher shall receive a 6% base pay increase.
 4. Effective the first full pay period after July 1, 2028, the ranks of police officer and higher shall receive a 6% base pay increase.
 5. Effective the first full pay period after July 1, 2029, the ranks of police officer and higher shall receive a 6.5% base pay increase.
- C. The Department shall pay probationary police officers (PPO) the base rate as reflected in Exhibit A, a \$200 PPO shift variance per pay period, TCOLE In-Service Pay Level One, and any applicable education pay upon sworn date. In addition, probationary police officers with qualifying prior law enforcement experience will continue to be compensated in accordance with City ordinance.
- D. The year of service step increases reflected in Exhibit A for each fiscal year indicated shall continue throughout the term of this Agreement.

2. TCOLE In-Service Pay

- A. The TCOLE In-Service pay for Level One shall begin upon sworn date. Levels Two and Three shall be calculated from the officer's sworn date in accordance with the following

Level One	Sworn Date - 5 Years	\$53.85 Bi-Weekly
Level Two	6-11 Years	\$129.25 Bi-Weekly
Level Three	12+ Years	\$318.55 Bi-Weekly

- B. For purpose of TCOLE In-Service Pay, the years of service must be years of service accrued while working for HPD.
- C. Officers are responsible for reporting training and education received outside the Department to ensure their training and education records are current and accurate.

- D. The Department shall update training and education records when officers receive training and education by or through the Department.
 - 1. The Department shall timely report to TCOLE the training and education completed by each officer and approved by the HPD Training Division for state certification purposes.
- E. The Department shall timely update training and education records and/or report same to TCOLE.
- F. The Department shall be required to pay any TCOLE In-Service pay as of the date the officer qualifies for the training pay.

3. **SENIOR POLICE OFFICER**

Any officer who has completed a minimum of twelve (12) years of service with Houston Police Department from their hire date shall be classified as a Senior Police Officer.

4. **FIELD AND OTHER TRAINING PAY**

- A. All assignment pay ordained and/or in effect on the date of ratification of this Agreement shall remain in full force and effect, unless modified by this Agreement.
- B. Field Training Instructor (FTI) and Field Performance Evaluator (FPE) Pay shall be \$150.00 biweekly. An officer shall not receive both FTI and FPE Pay.
- C. Field Training Sergeants and Field Training Lieutenants shall receive \$70.00 biweekly.
- D. Sergeants training newly promoted sergeants (Sergeant Trainer) shall receive \$70.00 biweekly. Officers shall not receive both Sergeant Trainer and Field Training Sergeants Pay.
- E. The Department shall have policies and procedures in place for training instructors, including the number of training positions available in specialized units or divisions that include but are not limited to the Criminal Investigations Command, Special Investigations Command, and Homeland Security Command. Those divisions, units or officers approved by this Agreement or the LRC shall be paid \$70.00 biweekly. Any additional units or divisions must be approved by the LRC.
- F. All officers and sergeants that qualify for pay in this Article are presumed to be continuously training unless the department specifically notifies the affected employee, Employee Services Division and Classified Payroll to the contrary.

Training Assignment	Bi-Weekly Pay
Field Training Instructor/Field Performance Evaluator	\$150
Field Training Supervisor	\$70.00
Training Sgt.	\$70.00
Special Div. Training Officer	\$70.00

5. **ASSIGNMENT PAY**

- A. All assignment pay ordained and/or in effect on the date of ratification of this Agreement shall remain in full force and effect, unless modified by this Agreement. All HPD assignment pays currently set by ordinance shall be \$70.00 biweekly.
- B. Any additional divisions, units, or officers seeking Assignment Pay of \$70.00

biweekly must be approved by the LRC. If the Department determines that a specific division, unit or individual officer shall no longer receive Assignment Pay, this must be approved by the LRC. However, the LRC shall not remove any assignment pays in ordinance in effect on the date of the ratification of this Agreement.

6. WEEKEND PREMIUM & SHIFT DIFFERENTIAL PAY

- A. Weekend Premium pay will continue to be paid according to the following:
 - 1. Weekend Premium Pay will be paid to officers assigned to weekend shifts as defined herein.
 - 2. Officers will receive an additional \$50.00 bi-weekly for one regular weekend shift or \$100.00 bi-weekly for two regular weekend shifts. This pay will be received as long as the officer is regularly scheduled to work that shift, regardless of whether or not the officer “actually” works.
 - 3. Weekend Premium days for Day and Evening shifts will be Saturday and Sunday.
 - 4. Weekend Premium days for Night shift will be Friday and Saturday.
- B. Shift Differential pay will continue to be paid according to the following:
 - 1. Officers who are permanently assigned to work a regularly scheduled shift that begins at 1200 hours or later and/or ends no later than 0700 hours shall receive \$100.00 bi-weekly as additional compensation.
 - 2. Shifts will be determined according to the following: Day Shifts: are those shifts beginning between 0500 hours and 1159 hours Evening Shifts: are those shifts beginning between 1200 hours and 1959 hours Night Shifts: are those shifts beginning between 2000 hours and 0459 hours
 - 3. Shift differential pay shall only be included in an officer’s overtime pay calculation during the period authorized by this subsection.
- C. Officers are ineligible for weekend premium or shift differential pay while probationary officers.

7. Educational Incentive Pay

- A. Any officer who has or is awarded a degree by an accredited college or university, the incentive pay biweekly shall be \$140.00 for a Bachelor’s Degree; \$240.00 for a Master’s Degree; \$340.00 for a Doctorate/Juris Doctor Degree.
- B. These amounts are cumulative for advanced degrees so that only one biweekly award may be paid based upon the highest degree awarded.
- C. Acceptable certification of the award of a degree must be provided before the Educational Incentive Pay shall be paid.
 - 1. Should there be any delays in confirmation such that implementation of this pay does not begin as of the next full pay period after submission, the officer shall nonetheless be entitled to receive any backpay for the period of administrative delay.
- D. Any disputes over delays in payment of this benefit shall be directed to the LRC.

8. COLLEGE TUITION REIMBURSEMENT

- A. Officers shall be entitled to receive tuition reimbursement for the successful completion of credit hours at an accredited college or university in which an officer enrolls during his/her employment as a police officer with the Department.
- B. As a condition of accepting tuition reimbursement for successful completion of coursework, an officer must remain employed with the Department for a minimum of five (5) years upon completion of the degree program.
 1. If the officer separates employment voluntarily (for example, retirement or resignation) within five (5) years of completing the degree program, the officer must refund the City all college tuition reimbursement costs he/she received from the City in the three years preceding the separation date.
 2. If at the time of the officer's voluntary separation the degree program is not finished, the officer must refund the City all college tuition reimbursement costs he/she received from the City in the three years preceding the separation date.
 3. If the officer is involuntarily separated from employment (i.e. indefinite suspension or termination and not reinstated) while he/she is working on a degree program or has completed a degree program, the officer shall reimburse the City the value of tuition reimbursement, if any, of what he/she received in the one-year period prior to the date of the involuntary separation.
- C. In the event the officer is required to reimburse the City, this Agreement shall constitute the written authorization to deduct such reimbursement costs via payroll deduction and the value of any accrued paid leave. The foregoing payback provisions do not apply to an officer separated by the Commission for fitness for duty or killed in the line of duty.
- D. Tuition reimbursement shall be at a flat rate reimbursement for successful completion of coursework in the following three levels of study: Bachelor's Degree (Level 1)(up to 129 hours); Master's Degree (Level 2)(up to 36 hours); Master of Business Administration (M.B.A.)(Level 2)(up to 48 hours); Doctorate (Level 3)(up to 62 hours); and Juris Doctor (J.D.)(Level 3) (up to 90 hours). Any degree that requires more hours than listed above must be approved unanimously by the LRC for tuition reimbursement. Any college that does not utilize the standard semester hours, such as a quarterly semester, shall be reviewed by the LRC for the maximum hours allowed for reimbursement. Officers are eligible for only one degree per study level. The following reimbursement schedule will apply to classes beginning on or after July 1, 2025:

DEGREE PLAN/LEVEL	MAX. REIMBURSEMENT RATE PER CREDIT HOUR
Bachelor (Level 1)	\$492.00
Masters (Level 2)	\$541.00
MBA (Level 2)	\$988.00
Doctorate (Level 3)	\$541.00
Juris Doctor (Level 3)	\$1,175.00

- E. An officer **MUST** seek tuition reimbursement for successful completion of courses

within 180 days of the posting of grades for each course. Successful completion of bachelor courses and law school courses (J.D.), means grades equivalent to a "C" or better, will be reimbursed. Successful completion of graduate courses, means grades equivalent to a "B" or better, will be reimbursed. Lower grades for undergraduate, graduate, and law school courses will not be reimbursed.

- F. Tuition reimbursement DOES NOT apply to correspondence, web based, non-ABA accredited law schools, or other distance learning courses unless they are taken from an accredited school or university as part of a degree program. Tuition will only be reimbursed for coursework credits (i.e. not for credits granted for life experience, training credits, or other credit granted without coursework).
- G. Officers are entitled to reimbursement for eligible costs as stated herein which are not covered entirely from other sources such as VA/GI Bill, LEEP, 100 Club, scholarships, grants, etc. Under no circumstances will an officer be eligible to receive tuition reimbursement for more than 100% of his/her actual tuition costs.
- H. Should an officer receive tuition reimbursement from the City and also receive additional funding from a third party so that the total reimbursement exceeds 100% of the officer's actual costs, the officer must reimburse the City all funds which exceed 100% of the actual costs.
- I. At the completion of a course for which a letter grade is not given, the City will reimburse on a passing or satisfactory rating or grade. On a multi-semester course in which a grade is not given or awarded until final completion of the entire course, reimbursement will not occur until completion of all components of the multi-semester course.

9. **POLICE EQUIPMENT ALLOWANCE**

- A. Each police officer upon completion of the probationary period shall receive an equipment allowance (not included in overtime rate calculations) payable in equal bi-weekly payments of \$77.00. This allowance is used to reimburse officers for the purchase of police-related equipment, including but not limited to, firearms and firearms accessories, ammunitions, magazines, flashlight and batteries, handcuffs, vests carriers, expandable batons, etc.
- B. This pay will be removed beginning the first full pay period in July of 2029. (1.5% of the base pay increase taking effect in Year 5 of the Agreement was added to compensate for this removal.)

10. **CLOTHING ALLOWANCE PAY**

- A. Officers in the Houston Police Department who qualify for a clothing allowance shall receive \$800 annually. This amount shall be paid in accordance with past practices and shall not be included in an officer's overtime rate of pay calculations. Officers who are eligible for Clothing Allowance Pay are responsible for applying for the pay and will not be eligible for back pay if they fail to apply for the Clothing Allowance Pay.
- B. Clothing Allowance shall be paid to those positions in which business attire is required on a regular basis (for example, 3 of 5 days per week).
- C. Clothing Allowance shall also be paid to those positions in Criminal Investigations and Special Investigations, and any unit or division identified by the LRC as

eligible, in which dress for under-cover assignments must be worn as a daily standard dress requirement, provided the following requirements are met:

1. Mandated by the division Captain (or equivalent);
 2. Necessitated by the investigative or administrative function to be performed;
 3. Worn more often than not (for example, 3 of 5 days per week); and
 4. The objective sought by the investigation cannot reasonably be achieved by officers in uniform.
- D. Clothing Allowance shall also be paid to those officers assigned to Crime Suppression Teams.
- E. Questions regarding eligibility for this benefit shall be resolved by the LRC Chairperson. If the employee disagrees, the employee shall have thirty (30) days from the date the officer receives notice of denial to appeal to the LRC. The LRC will make a final and binding decision.
- F. Those individuals who are receiving the Clothing Allowance on the date of the ratification of this Agreement and remain in the same assignment will continue to receive the Clothing Allowance as long as they remain in that assignment.
- G. The Maintenance of Standards provisions related to clothing allowances shall apply for the duration of this Agreement.

11. Parking

Each officer will be provided free parking at a City owned or leased parking facility when reporting to work at his/her primary duty assignment.

12. HPD VEHICLE USE FEE

During the term of this Agreement, any classified officer who is required to pay a HPD vehicle use fee will pay no fee greater than any other city employee who is required to pay a city vehicle use fee.

13. PATROL OFFICER INCENTIVE PAY

This incentive pay is intended for police officers and sergeants permanently assigned to the patrol call for service loop in a patrol division, Airport Division, Special Operations Division, Mental Health Division, and any other division as described herein and approved by the LRC. Any other division may be approved for Patrol Officer Incentive Pay with approval by the LRC.

- A. Officers and sergeants in the patrol call for service loop will receive Patrol Officer Incentive Pay. This pay will be paid to those in uniform whose primary responsibility is responding to calls for service by routinely using either a marked police car, or are routinely responding on foot, and who are listed on the Computer Aided Dispatch (CAD) as available for dispatch.
1. This pay will be paid to all Officers and Sergeants who qualify even if they occasionally have other assignments.
 2. Lieutenants assigned to Night Command who routinely respond to significant events shall receive Step 2 Patrol Incentive Pay. The LRC shall determine if any other lieutenants qualify for Step 2 Patrol Incentive Pay.

- B. Officers and sergeants permanently assigned to administrative or support functions in a patrol division, or in the divisions listed in 13A above are *not* eligible to receive patrol incentive pay.
- C. Disputes regarding eligibility will be resolved by the LRC with no right to grieve or appeal.
- D. There are three steps to the program, as follows:
 - 1. Step 1 – achievement of two years of department seniority;
 - 2. Step 2 - achievement of four years of department seniority
 - 3. Step 3 - achievement of six years of department seniority
 - 4. For purposes of this provision, the years of department seniority are calculated using the hire date.
- E. The pay stipend for this patrol incentive pay shall be structured as follows:
 - 1. Step 1 - \$1600.00 annually
 - 2. Step 2 - \$2400.00 annually
 - 3. Step 3 - \$3000.00 annually
 - 4. The foregoing pays are pro-rated in accordance with the City's usual and customary payroll schedule.
- G. No individual receiving Patrol Officer Incentive Pay may also receive Investigator Pay.

14. Crime Suppression / Differential Response Team Pay

- A. All officers and sergeants assigned to the Crime Suppression Teams (CST) and Differential Response Teams will receive \$800 annually (to be paid bi-weekly).
- B. Officers that may be eligible for Crime Suppression Team pay must apply for the pay by sending correspondence to the Chief or designee. It is the responsibility of each Officer to apply when they are eligible. No back pay will accrue due to the employee's failure to submit the correspondence.
- C. Officers receiving Crime Suppression Team Pay shall not be eligible to receive Investigator or Patrol Pay.
- D. Crime Reduction Unit (CRU) officers within the Gang Division will receive the CST Pay.

15. BILINGUAL PAY

- A. During the term of this Agreement the LRC shall evaluate existing levels of departmental demand upon those receiving bilingual pay and shall also evaluate whether there is demand for specific languages other than those currently approved for bilingual pay. The LRC shall make a comprehensive recommendation to the Chief regarding the department's bilingual need, qualifications, pay rate, and qualifying languages.
- B. In order to receive the bilingual pay established by ordinance, an officer must pass the language proficiency examination administered at the direction of the department. Officers shall be tested at least once every three years. After three

successful examinations in a ten-year period, officers will no longer be required to submit to proficiency exams in order to receive the bilingual pay.

Any officer who currently receives the pay and has passed a minimum of three proficiency examinations over a ten-year period, testing at a minimum once every three years, or is a native speaker and makes the highest possible score, shall be exempt from further testing.

16. Mandatory Overtime, Voluntary Overtime or Court Attendance.

- F. Any officer who is ordered to attend any court or judicial proceeding in his/her off-duty time as required because of his/her duties as a Houston Police Officer, will be granted overtime at the officer's election in either pay and/or compensatory time, for a minimum of 4 hours. This does not include carry over calls or special assignments.
- G. A non-exempt officer, if qualified, may volunteer to work overtime at the Department's election in either pay and/or compensatory time. Department shall notify the officer prior to volunteering to work the overtime if it will be for pay or compensatory time.
- H. Any time an officer is ordered to work overtime, and the cost is reimbursable by an outside third party the Department may require the officer to work for pay.

17. INVESTIGATOR INCENTIVES

- A. Investigator Pay
 - 1. Qualified investigative personnel from the following divisions may be eligible to receive Investigator Pay at the rates and in accordance with the eligibility criteria reflected in Schedule A in section I below: Auto Theft, Major Offenders, Major Assaults, Family Violence, Narcotics, Vehicular Crimes, Vice, Property and Financial Crimes, Homicide, Robbery, Special Victims, Gang, and Criminal Intelligence. Any other division, unit, or officer may be approved for Investigator Incentive Pay with approval by the LRC.
 - 2. No individual receiving Investigator Pay may also receive Patrol Officer Incentive Pay.
- B. The Chief of Police shall continue allowing the placement of the term "Detective" on Department identification cards of investigative personnel.
- C. All tenure is based on Hire Date.
- D. Officers or Sergeants who have a permanent Take Home Vehicle are eligible to receive Investigator Incentive Pay Step Level I only. This does not pertain to marked vehicles.
- E. Officers that may be eligible for Investigator Incentive Pay must apply for the pay by submitting correspondence with supporting documentation to an Assistant Chief to be designated by the Chief of Police. It is the responsibility of each officer to apply for each step when they believe they are eligible.

- F. No back pay will accrue due to an officer's delay or inability to apply for the pay. Any back pay disputes will be governed by a vote of the LRC.
- G. All challenges to eligibility will be handled by the LRC using existing protocols established by the LRC. In the event of a departmental reorganization, the LRC shall determine which newly organized divisions are eligible for the pay.
- H. Investigator Incentive Pay will be paid bi-weekly.
- I. Schedule A

**Investigator Incentive
Pay Schedule**

Step Levels	Annual Pay
Step I	\$600.00
Step II	\$1,900.00
Step III	\$2,200.00

- J. Eligibility to Receive Incentive Pay
 - 1. Officers and Sergeants are eligible to qualify if their primary job assignment is to investigate cases a majority of the time. Personnel who periodically investigate cases do not qualify. Sergeants who carry a significant caseload in addition to supervising casework are eligible. "Significant" is defined in terms of being very similar to caseload carried by their respective officers.
 - 2. Personnel must successfully meet the eligibility requirements for each requirement within the Step Incentive Pay Structure they are seeking before they will be eligible for the pay.
 - 3. All Investigative Training Courses must be approved by the Houston Police Department Training Division. Every attempt will be made to offer investigative training courses on a regular basis. Personnel are not restricted to taking investigative training courses relevant to their assigned division.
 - a. Where applicable, personnel must pass the course completion requirements to receive credit for said course.
 - b. Courses previously taken by employees during their HPD tenure can be applied to satisfy this eligibility criteria.
 - 4. The following assignments qualify to fulfill the required years of "cumulative HPD investigative experience" if assigned as an investigator in the following divisions:
 - a. Auto Theft, Burglary & Theft/Property & Financial Crimes, Gang, Homicide, Internal Affairs, Juvenile, Major Offenders, Narcotics, Robbery, Special Victims, VCD, Vice, Major Assaults, and Family Violence.
 - b. Any additional units or divisions identified may be approved by the LRC.

K. Minimum qualifications for each step are as follows:

Step 1

- Minimum of 4 years Department seniority
- One year of cumulative HPD investigative experience
- Complete Basic Investigator Training course
- Complete 1 additional investigative training course

Step 2

- Minimum of 6 years Department seniority
- Three years of cumulative HPD investigative experience
- Complete Basic Investigator Training course
- Complete 4 additional investigative training course

Step 3

- Minimum of 8 years Department seniority
- Five years of cumulative HPD investigative experience
- Complete Basic Investigator Training course
- Complete 7 additional investigative training course

L. Drug Recognition Experts (DREs) may be eligible to receive Step 1 Investigator pay. Drug Recognition Experts – must be certified, have an operational assignment (not support or administrative), and be regularly called to work fatalities, Failure to Stop and Render Aid, among other assignments (e.g. DWIs). Any questions regarding eligibility shall be resolved by the LRC.

20. Unless otherwise specified in this Agreement, any changes to pay identified in this Article become effective the first full pay period after July 1, 2025.

ARTICLE 34: PAID TIME OFF

1. The Department uses a leave program designated as Paid Time Off, ("PTO"), which became effective on September 1, 2001. PTO shall continue to incorporate and replace the present sick and vacation leave banks but shall specifically exclude the compensatory time off bank and holiday leave.
2. PTO leave shall be based upon a benefit year.

Accruals

3. Benefits under the PTO program shall begin to accrue for new employees in the first full pay period after the employee becomes a cadet. Cadets currently accrue PTO at 120 hours per benefit year.
4. Years of service for PTO are calculated from Hire Date.
5. PTO accruals, beginning the first full pay period after the employee is sworn as a probationary police officer, will be as follows

<u>Years of Service</u>	<u>Benefit Year</u>
Sworn through 7 th Year	160 hours
8 th through 14 th Year	200 hours
15 th Year	240 hours
16 th Year and over	8 additional hours for each year to a maximum of 320 hours per year

6. Accruals will be biweekly. Accruals shown above shall be allocated on a fractional basis per pay period. Accrual per pay period will be determined by Classified Payroll.

Usage

7. Usage will be taken from the earliest year frozen balance, proceeding to the next earliest year until all frozen balances have been exhausted (FIFO).

Caps on Accruals

8. If an officer, whose bank is approaching or has exceeded the applicable PTO cap, timely requested leave to prevent a loss of accruals and the Department did not allow the officer to take the leave, the officer shall be allowed to carry over the 120 hours *plus* any additional hours of leave the officer requested but was not allowed to utilize by the Department.
 - A. Since accruals are bi-weekly, this may result in a subtraction of hours from an officer's PTO bank.
 - B. In order to avoid any forfeiture of hours, the officer must request time off from the Department at least ninety days before the end of the benefit year in which the PTO Hours were received.
9. At the end of the leave year, no later than the 1st pay period commencing in October, balance of unused hours accrued during the previous Benefit Year (9/1 – 8/31) will be

assigned a frozen value in the same way MSP rates are frozen now [average base + longevity during Benefit Year].

10. HOWEVER, if an Officer's Leave Balance (MSP+CSL+Vacation+PTO) exceeds the applicable cap, the accrual for the year being valued will be limited to (120 hours). For an Officer with a balance over the applicable cap who attempted but was unable to use leave prior to the end of the Benefit Year, a manual entry will be prepared by the Department's Payroll staff for the accrual adjustment.
 - A. The cap for officers sworn before March 30, 2011, is 5,000 hours.
 - B. The cap for officers sworn after March 30, 2011, is 2,500 compensable hours.

Scheduling PTO Leave

11. Officers may schedule and take up to 320 hours of PTO within a benefit year. An officer may schedule and take up to 400 hours of PTO in a benefit year with the approval of their Assistant Chief. An officer may exceed 400 hours up to 720 hours of PTO within a benefit year only with the approval of the Chief of Police.
12. A leave event is unscheduled, regardless of leave type, if the leave is requested less than 24 (twenty-four) hours prior to the start of the leave being requested unless there is an open position in the Red Book or approved by a supervisor.
 - A. More than eight (8) unscheduled leave events in a benefit year may require a physician's statement to be compensated.
 - B. In the event that a supervisor requires a physician's statement prior to the eighth event, the supervisor shall be required to immediately document in an email to the division captain, with a cc to the officer, detailing the reasons for the request prior to the end of the shift. Failure to send the email prior to the end of affected shift shall void the order.
 - C. If a single day of leave is taken for any reason, the leave event is considered a single event.
 - D. If the leave is requested for any reason and extends beyond one day, including two or more consecutive days up to a maximum of three days, the total amount of time taken during that absence shall be considered a single event.
 - E. If the leave time requested extends beyond one day and the dates are not consecutive and include regular days off or holidays, then each day that unscheduled time is requested may be considered a separate unscheduled event.
13. PTO taken for health-related reasons require notification to the supervisor that there is an underlying health related basis for the leave requested. If there is a serious health condition of an officer or a member of his/her family such that FMLA leave would be appropriate, when requesting PTO for such protected leave, the Officer should indicate any FMLA or ADA related basis for such leave.
 - A. Notification of a serious health condition requiring FMLA leave is mandatory so that the officer may receive the statutory and other notices and be sent any documentation/certification necessary to qualify for such protected leave.
14. PTO is not a short- or long-term disability program and is not meant for extended absences.
 - A. If an officer needs to take an extended leave of absence, the same authorization requirements apply under the Code of Ordinances whether such leave is paid or unpaid and whether or not ultimately compensated under the officer's PTO balance or

any other form of benefits or unpaid.

Payout at Separation (Non-Pension Eligible)

15. An Officer will be entitled to payment for all unused PTO, prior vacation, and prior sick plan time at the frozen rate(s) based on years of service from Hire Date. Payment will be 10% of total value for each completed year of service through 10th, at which time payment will be at 100% of value.
 - A. Example of Calculation
 - 1 complete year of service will be paid at 10% of frozen and current value;
 - 2 complete years of service will be paid at 20% of frozen and current value
 - Through 10 complete years of service will be paid at 100% of frozen and current valueExample: employee hired 7/1/2001 would be entitled to 10% of total value of balances on 7/1/2002.
Reference Sections 18B, 19, and 20 for calculation of frozen values
 - B. Any percentage of unused PTO lost at separation prior to ten (10) years of service will be donated and rolled over into the Convalescent Officer Leave Pool in accordance with the rules set forth in Article 39.
16. Value of current year accruals will be Base + Longevity at time of termination.
17. Frozen and current balances are payable at 100%, regardless of length of service, for an Officer who goes on Disability Retirement or who dies in the line of duty.

Program Initialization Terms

18. Officers who were in CSL Plan
 - A. Received an initial balance based on the number of hours in his/her CSL balance plus any matching hours to which entitled September 1, 2001. Balance became available after year-end processing, which was done the first full pay period commencing in October.
 - B. CSL hours were distributed as follows:
 1. The CSL Frozen Balance includes 25% of CSL hours up to and including 1,040 hours, plus all hours over 1,040. The value was calculated using hourly rate on September 1, 2001. Hourly rate in this case is defined as average of Base plus Longevity rates during period employee was in CSL Plan.
 2. NVL Balance, comprised of the 75% of the original CSL hours (1,040 and under) was not included in the CSL Frozen Balance. Except as otherwise provided in this Agreement, these hours have no value and may only be used for sickness or injury when all other PTO and prior plan hours have been exhausted.
 - C. Personal Leave days will be accrued as Personal Leave, as under the current CSL Plan; they will not be added to the CSL Frozen balance.
19. Officers who were in MSP Plan
 - A. Value of MSP hours for Benefit Year 2001 was frozen. All MSP balances remain unchanged.
20. All Officers

- A. Vacation hours were assigned a frozen value of average rate of pay (Base + Longevity) for 60 days prior to September 1, 2001. If the Officer had received a higher average rate of pay for a different 60-day period, that rate was used.
- 21. Balances will not be converted to PTO; each type (MSP, CSL, VAC) will be frozen and maintained separately to identify correct frozen value.

Miscellaneous

- 22. All other leave currently authorized by city ordinance and departmental policy will remain in effect unless modified by city council.
- 23. The City may exercise the option to offer to purchase officers' PTO Hours. It shall be the officer's sole discretion to accept or reject any offer from the City to purchase their PTO Hours.

ARTICLE 35: EXEMPT EMPLOYEE ADDITIONAL COMPENSATION TIME

1. Exempt officers are considered exempt from overtime compensation for all intents and purposes under the Fair Labor Standards Act and this Agreement. Additionally, to the extent this Article may conflict with any provision of Section 142.0017 of the TLGC, the language of this Article shall control. All compensatory time balances that exempt officers had on December 31, 2001 were frozen in a reserve bank at the officer's rate of pay (all pay except equipment and clothing allowance) on that date and may be utilized in the normal course of business, paid at retirement or utilized in the Phase Down Program.

See definitions Article of this Agreement for identity of exempt officers.

2. Lieutenants– Qualified Exempt Status

- A. Even though Lieutenants are currently exempt under FLSA regulations, the City agrees to authorize Exempt Time Compensation (pay) or Exempt Time Credit (ETC) for hours worked in excess of the regular duty hours on a daily basis.
- B. The Department shall determine whether Exempt Time will be compensation or credit.
- C. Exempt Time Credit shall be earned at one and one-half hours for each hour actually worked. Exempt Time Compensation for pay shall continue to be earned on an hour-for-hour basis.
- D. Lieutenants who are ordered to be on-call and are required to respond outside of their regular shift and to physically travel to a location to investigate or provide another official police response shall earn Exempt Time Credit at double hours or Exempt Time Compensation (pay) at one and one-half hours for each hour actually worked on that call-out up to six (6) hours per occurrence (this excludes court on-call status, partial or full emergency activation of the Department, all pre-planned operations, pre-planned follow-up investigations, or carryover at the end of the officer's regular shift). Hours in excess of six (6) hours shall be compensated in accordance with subsections B and C above. Each division shall notify the Command Center of those officers that will be on call for the month and the days they will be on call. Additional policies and procedures will be set forth in policy as necessary. The LRC shall resolve any disputes as to whether a particular officer or event qualifies for the compensation listed above

3. Captains – Qualified Exempt Status

- A. Even though Captains are currently exempt under FLSA regulations, the City agrees to authorize Exempt Time Compensation (pay) or Exempt Time Credit (ETC) for hours worked in excess of the regular duty hours, with approval of the Chief or his/her designee.
- B. The Department shall determine whether Exempt Time will be compensation (pay) or Exempt Time credit.
- C. Exempt Time Compensation for pay and for Credit may be earned on an hour-for-hour basis, with approval of the Chief or his/her designee.
- D. Captains who are ordered to be on-call and are called out outside of their regular shift to physically respond to an investigation or other official police response shall earn Exempt Time Compensation (pay) or Exempt Time Credit at one and one-half hours for each hour actually worked on that call-out up to six (6) hours per occurrence (this excludes court on-call status, partial or full emergency activation

of the Department, all pre-planned operations, pre-planned follow-up investigations, or carryover at the end of the officer's regular shift). Hours in excess of six (6) hours shall be compensated in accordance with subsections B and C above. Additional policies and procedures will be set forth in policy as necessary. The LRC shall resolve any disputes as to whether a particular officer or event qualifies for the compensation listed above.

4. Executive Rank – Qualified Exempt Status
 - A. Even though members of the Executive Rank are exempt under FLSA regulations, the City agrees to authorize Exempt Time Compensation or Exempt Time Credit (ETC) for hours worked in excess of the regular duty hours, during declared emergencies or other extraordinary events or circumstances, with approval of the Chief of Police.
 - B. The Police Chief will determine whether Exempt Time will be compensation or credit.
 - C. Exempt Time Compensation for pay and for Credit may be earned on an hour-for-hour basis, with approval of the Chief or his/her designee.
5. Exempt Time Credit earned and accrued shall have no cash value. Utilization of exempt time credit shall be on an hour-for-hour basis.
6. Beginning on the date of the ratification of this Agreement, Exempt Time Credit banks will be capped at 480 hours. Employees with more than 480 hours of exempt time credit on the date of ratification shall not be allowed to accrue additional Exempt Time Credit until their bank is below the cap.
7. Exempt time compensation (pay) shall include all pays applicable in this Agreement except equipment and clothing allowance.

ARTICLE 36: NON-EXEMPT OFFICER COMPENSATORY TIME ACCRUAL

1. All non-exempt officers may accumulate up to a maximum of 480 hours of compensatory time. Any hours accumulated in excess of 480 shall be paid automatically as overtime in compliance with all state, local and federal laws.
2. All compensatory time balances that non-exempt officers had on 12-31-2001 were frozen at the officer's rate of pay (all pay except equipment and clothing allowance) on that date and may be utilized in the normal course of business, paid at retirement or utilized in the Phase Down Program.
3. Non-exempt officers who are ordered to be on-call and are required to respond outside of their regular shift and to physically travel to a location to investigate or provide another official police response shall, at the officer's discretion, earn overtime compensation (pay) or compensatory time at double-time for each hour actually worked on that call-out up to six (6) hours per occurrence (this excludes court on-call status, partial or full emergency activation of the Department, all pre-planned operations, pre-planned follow-up investigations, or carryover at the end of the officer's regular shift). Hours in excess of six (6) hours shall be compensated at time and one half. Each division shall notify the Command Center of those officers that will be on call for the month and the days they will be on call. Additional policies and procedures will be set forth in policy as necessary. The LRC shall resolve any disputes as to whether a particular officer or event qualifies for the compensation listed above.
4. The equipment and clothing allowance is a reimbursement and shall not be included in the FLSA regular rate of pay for any purpose including overtime calculations.

ARTICLE 37: STRATEGIC OFFICER STAFFING PROGRAM (SOSP)

1. The provision of an 86 hour 14-day pay period overtime trigger for replacement reimbursement time will be treated under the Texas Local Government Code, Chapter 142.0017, as a provision of the Meet and Confer Agreement, and as such, an exception for the 40-hour rule set forth in the Code of Ordinances.
 - A. Any leave time taken during a 14-day pay period will not count as actual time worked for purposes of calculating FLSA overtime in the Strategic Officer Staffing Program.
2. An officer may not volunteer as a replacement officer for time during which he or she is otherwise scheduled to work. At the Department's option and prior to the beginning of the shift, time as a replacement officer shall be paid at straight time (base, longevity and training only); or will be credited to an officer's compensatory time bank at time and one-half.
3. With approval of the shift lieutenant, sergeants may work SOSP for officers so long as the sergeant signs on with an officer's unit number. The Division Captain may authorize lieutenants to work SOSP for sergeants so long as the lieutenant signs on with a sergeant's unit number. Supervisors working SOSP are also responsible to supervise commensurate with their actual rank.
4. No officer may volunteer as a replacement for another officer for whom the re-placement has volunteered in the previous pay period unless specifically authorized by a Lieutenant. Replacement officer volunteers are not qualified for straight time pay unless the replacement officer works less than 86 hours in a 14-day pay period.
5. The 86 hour 14-day pay period will apply only to volunteer replacement officers' time. The Meet and Confer Agreement will continue to set the overtime compensation rules for all other work.
6. SOSP compensation in the form of pay for police officers and senior police officers and sergeants will include Base Pay, Longevity Pay and HPD Training Pay.
 - A. The HPD Strategic Officer Staffing Account will be funded at a minimum of \$725,000 annually with no mandatory increase for any fiscal years following.
7. Officers participating in the Phase Down Program are not allowed to work any HPD SOSP programs without the prior written approval of the Chief of Police.
8. An officer may find a replacement to work in their place on a City holiday. An officer who works on behalf of another officer on a City holiday is not considered to be working SOSP and shall receive pay or compensatory time at time and one half for each hour worked.

ARTICLE 38: Officer Health Benefits

1. During the term of this Agreement, the following conditions will apply to the medical benefits and contribution levels for employees covered by this Agreement.
2. Employees covered by this Agreement will continue to be eligible to enroll in the health plans offered to city employees, at the same benefit levels that are in effect as of the effective date of this Agreement with the following conditions:
 - A. If the health benefits plan design changes are required in order to keep the plans reasonably priced during this Agreement, those plan changes that are applicable to other city employees will apply to the employees covered by this Agreement.
3. This Agreement in no way limits the scope or type of plan design changes that the City may implement for its covered population of employees, retirees, and dependents, nor does it prohibit the City from exercising Termination for Cause procedures with the vendor or changing vendors, if necessary.
4. The City shall contribute no less to employee's health coverage than it contributes to other city employees' health coverage.
 - A. This City's contribution includes premiums, claims, prescription payments, and the administrative/internal fees currently included in the calculation. This current contribution rate/ratio does not include any future cost increase that is a result of any actions by any other governmental bodies which would result in a legislative change in benefits that the City does not anticipate.
5. Eligible employees covered by this Agreement shall pay no premium or component higher than any other city employee group.
6. For additional related information bearing on Phase Down Officers eligibility for active rates, refer to the applicable provisions contained in the Phase Down Article contained in this Agreement.
7. For the term of this contract any employee/spouse/dependent who opts out of any of the City's Health Benefit Plans at the time of retirement is guaranteed a one (1) time option to opt back into any of the City's Health Benefit Plans in existence at the time of their desired reentry so long the employee/spouse/dependent has continuously maintained health insurance during their absence from the City's Health Benefit Plans.
8. For the term of this contract, any officer who is not covered by the City's Health Benefit Plan at the time of separation and at the time of separation is covered by a non-City Health Benefit Plan, who after separation has a qualifying life event that results in the loss of health insurance coverage through their non-City Health Benefit Plan, the officer is guaranteed a one (1) time option to opt back into any of the City's Health Benefit Plans in existence at the time of the officer's desired reentry so long as the officer provides proof of continuous health benefit coverage since the officer separated and submits the enrollment forms to the Human Resources Department's Benefits Division within thirty-one (31) days of the qualifying life event.

ARTICLE 39: CONVALESCENT OFFICER LEAVE POOL

1. The City agrees to maintain the convalescent leave pool established in the prior contract.
2. Any PTO hours that would be lost as a result of (a) officers exceeding the number of hours that may be accumulated and carried forward in a benefit year or (b) officers separating from the Department prior to ten (10) years of service will be donated and rolled into the convalescent leave pool.
3. Hours in the convalescent leave pool are not tied to the rate of pay of the officer donating such time.
4. The LRC is empowered to review and approve officers who are eligible to utilize the convalescent hours consistent with the Department's existing policy.
5. Any inability of the LRC to agree to an officer's entitlement to utilize the pool will be determined by the Chief, whose decision will be final and binding.
6. In no event shall the total balance of the Convalescent Officer Leave Pool exceed 25,000 hours.

Article 40: PERSONAL DAYS (PD)

1. All PO's and SPO's sworn before March 30, 2011, shall receive 160 hours of PD per benefit year. All PO's and SPO's sworn on or after March 30, 2011, and all Sergeants and above, shall receive 144 hours of PD per benefit year effective September 1, 2025.
 - A. The PD hours shall be credited to each officer on September 1 of each benefit year after the execution of this Agreement.
 - B. Any officer who becomes eligible for PD hours after the beginning of a benefit year shall receive a proportional number of PD hours for the remaining months in the benefit year.
 - C. PD hours may be used for personal reasons and for any approved Family Medical Leave absence.
2. All PD Hours must be utilized during the benefit year in which they were received, otherwise they will be forfeited.
 - A. In order to avoid any forfeiture of hours, the officer must request time off from the Department at least sixty (60) calendar days before the end of the benefit year in which the PD Hours were received.
 - B. If the officer timely requested the PD Hours to prevent the loss of time and the Department did not allow the officer to take the leave requested, the officer shall be allowed to carry over the PD Hours they were not allowed to utilize by the Department.
3. PD Hours shall have no cash value on termination and shall not be counted as time worked for the purposes of non-exempt employees voluntarily working Strategic Officer Staffing Program assignments.
4. The City may exercise the option to offer to purchase officers' PD Hours. It shall be the officer's sole discretion to accept or reject any offer from the City to purchase their PD Hours. If the officer accepts the City offer to purchase their PD Hours, the following guidelines apply:
 - A. The City must notify officers of its decision to exercise its option to purchase PD Hours from officers at least thirty days prior to the beginning of the benefit year in which the PD Hours will be received.

ARTICLE 41: PHYSICAL FITNESS & AGILITY PROGRAM

1. Physical Agility Test
 - A. Officers covered by this Agreement, except for those in Phase Down, may participate in a Physical Agility Test (PAT) at least once in a fiscal year (July 1 through June 30), effective July 1, 2025.
 - B. The test shall include the following with the corresponding minimum requirements to be met in order to obtain the Physical Agility Test benefit described below:
 1. 1.5 mile run - To be completed in a maximum time of 17:00 minutes
 2. 300 meter run - To be completed in a maximum time of 75 seconds
 3. Push-Ups - Must be able to complete 22 push-ups
 - i. Alternate test: Bench Press a minimum of .63 times body weight
 - C. Alternative to the above listed testing components, an officer or supervisor may opt for the row component, or any other component approved by the LRC.
 - D. The Chief or the Chief's designee shall establish in writing the test requirements and test procedures for this program.
 - E. PAT attempts shall be completed off-duty. Officers while participating in the PAT or training at an HPD authorized location will be covered by the provisions of the worker's compensation law unless excluded by the Act and/or court decisions.
2. Any officer other than cadets or PPOs who passes the PAT between July 1st and June 30th of each year shall be awarded \$1,000.00 no later than 60 calendar days after the officer passes the PAT. The City shall award a total of \$1 million dollars in PAT award money for each fiscal year. All classified officers may choose to take and pass the PAT for 40 PD hours to be awarded on the following September 1st. No officer shall be awarded more than once per fiscal year for passing the PAT nor may an officer receive both \$1,000.00 and PD hours for passing the PAT in the same fiscal year. When the \$1 million allotted for PAT award money is exhausted, officers may only receive PD hours as indicated above.

ARTICLE 42: FORCE REDUCTIONS

1. If the City/HPD implements a force reduction resulting in the demotion or dismissal of officers, the City/HPD shall utilize the procedures specified in the §143.085, TLGC except that any reinstatement list created as a result of such force reduction shall remain in effect until exhausted.
2. The reinstatement list shall exist for three (3) years during which no positions may be filled by any other method or process.
3. If an officer is demoted as a result of force reduction, that demoted officer shall be promoted to his former position before any other officer is placed in his vacant former position as a result of any appointment or promotional process..

ARTICLE 43: POLICE MEMORIAL DUTY

The Police Memorial shall continue to be guarded by uniformed classified personnel 24 hours per day. The Department shall assign personnel accordingly.

VOLUNTARY SEPARATION AND RETIREMENT

ARTICLE 44: PHASE DOWN PROGRAM

1. The Phase Down Program (PDP) provides officers an option to the current lump sum cash distribution of paid time off, sick, vacation and compensatory time leave balances. Phase Down will allow officers with an election to take leave and extend the payment of their accrued PTO leave bank balance, no value leave (NVL), compensatory leave bank (For Options A and B only), up to 400 hours of exempt time credit, and other eligible leave over a period of time up to and including the total amount of leave in their banks. Phase Down C and DCO participants' compensatory leave bank shall be paid out at retirement per federal law.
2. There are four (4) options in Phase Down: Option A, Option B, Option C and Deferred Cash-Out Option (DCO)
3. Officers entering phase down shall be entitled to pay active employee insurance rates for up to four (4) years or until exhaustion of eligible leave, whichever is earlier. The calculation of the years shall commence from the officer's actual date of entry into phase down. Officers may remain in Phase Down until their eligible leave is exhausted but shall only receive the active rate for health insurance for a maximum of four (4) years.
4. Officers shall be permitted to remain in Phase Down Options A and/or B for a maximum of four (4) years. After four (4) years, if the officer still has leave available, the officer must elect whether to continue in Phase Down Option C or DCO. If the officer fails to make an election, the officer shall be placed in Phase Down Option C. This paragraph does not apply to officers who are permitted to reinstate. For those officers, Section 19(d) of this Article applies.
5. The officer's Phase Down pay is based on their final full pay period immediately before entering the PDP for Option A, B, and C only.
6. Available PD Hours and Deferred Holidays shall be usable in the Phase Down Program (PDP) and shall be burned before all other time.
7. If an officer cashes out early the officer will not have their pay rate adjusted as described above, but instead will be paid at the value it was accrued.
8. During the time an officer is participating in Phase Down, the officer shall not accrue PTO or PD leave.
9. The first day of the officer's participating in Phase Down shall not be deducted from the officer's leave bank and shall be designated as a processing day.
10. If an officer in Phase Down dies, the balance of his Phase Down bank shall be paid to his designated beneficiary. The value shall be determined based upon the value at which it was accrued.
11. The leave in an officer's Phase Down bank shall be utilized in accordance with the accounting principle of "first in - first out". An exception to this principle as stated above, specifically, PD hours shall be burned first.
 - A. All officers entering phase down on or after July 1, 2025 will be entitled to use any available NVL ("No Value Leave"), and up to 400 hours of exempt time credit in Phase Down A, B, and C. Any officer entering A, B, or C prior to July 1, 2025 will be subject to the provisions of the 2022 Agreement as it pertains to NVL and exempt time credit.

12. Officers who elect to participate in the Phase Down Program will be subject to the following conditions and privileges:
- A. ELECTION PROCEDURES FOR OPTIONS A, B AND C
1. , There shall be a total of 325 positions allotted for Phase Down Options A, B, and C for each fiscal year. The Chief of Police may authorize additional Phase Down positions.
 2. Officers may sign up anytime within 60 days of the date the officer plans to begin phasing down.
 3. Sign up will only take place on regular business days between 9am and 4pm (CST) at Employee Services at 1200 Travis.
 4. The filling of vacancies in the PDP will be based on when the employee signed the Irrevocable Election Form, not when the employee chooses to begin the PDP. Seniority will be used as a tiebreaker for employees signing up on the same business day. The employee must be eligible to receive an immediate pension from the Houston Police Officers Pension System (HPOPS) upon the date entering PDP.
 5. Once an officer has been notified that they are eligible for the election made by the officer, the officer must execute a written IRREVOCABLE election to commence participation in Phase Down. The form utilized to commence an officer's participation in Phase Down shall contain at least the following information:
 - i. Officer's name, address, phone number and payroll number;
 - ii. Date the form is completed;
 - iii. Effective date of the election to commence participation in Phase Down;
 - iv. Language advising the officer of their election to commence participation in Phase Down is IRREVOCABLE. Such language shall be in all caps and underlined so as to be conspicuous;
 - v. The designation of a beneficiary;
 - vi. Whether the officer is suffering from an incapacitating injury, as described herein; and
 - vii. Officer's Signature.
 6. Upon the effective date of an officer's IRREVOCABLE election to commence participation in Phase Down, that officer's position in the Department is vacant as a matter of law. The vacancy shall be filled in accordance with the applicable provisions of the Texas Local Government Code, to include §143.108, and as the Code or this section may be amended from time to time, and the relevant case law.
 7. The officer's election to commence participation is IRREVOCABLE. However, if an officer on the effective date of their election to participate in Phase Down is suffering an injury in the course and scope of their duties which occurred on or before the effective date of the election, the officer shall immediately be placed into the Phase Down choice on their

irrevocable election form, effective the date the officer is released by their treating physician. This does not prohibit the officer from entering Phase Down prior to release by their treating physician.

13. Officers who participate in Option A or Option B will receive additional limited compensation for certain actions performed in the course and scope of their employment by the Houston Police Department.
 - A. Officers will be compensated at straight time (base pay and longevity pay only) in one- quarter hour ($\frac{1}{4}$ hour) increments, for such things as court attendance (as a factual witness) and other duties performed or actions taken in an official capacity as a Houston Police Officer, and approved by the Chief of Police.
 - B. The police department will establish criteria and procedures outlined in policy whereby an officer may submit requests for and receive such approved additional compensation.
14. An officer participating in either Phase Down Options A or B who assumes an office of civil emolument will have the remaining balance of his Phase Down bank converted to Option C or the Deferred Cash-Out Option at the officer's election, effective on the date the officer takes the oath of office, or assumes the job duties, whichever comes first. The value of the Phase Down bank for the Deferred Cash-Out Option will be determined based upon the value at which it was accrued.
15. Phase Down base pay for A, B, and C is not modified when changing from one plan to another. However, anyone switching from A, B or C to DCO will have their value determined at the rate at which it was accrued.
16. OPTION A
 - A. During the period of time an officer is participating in PDP Option A, the officer is considered actively employed as a classified member of the City of Houston Police Department.
 - B. Officers shall be paid base, longevity, TCOLE in-service and education pays on a bi-weekly basis for 80 hours.
 - C. Officers in PDP Option A are not eligible for pay increases.
 - D. During the time an officer is participating in Option A, if approved by the Department, the officer may be allowed to work a combined total of 40 hours of extra employment and/or Strategic Officer Staffing Program (SOSP) per week. The number of extra employment hours, and/or approved SOSP hours allowed for each week is applicable only to officers participating in Option A. All officers participating in Option A are responsible for compliance with all Department policies including provisions of the department's extra employment policy and policies regarding SOSP. Failure to comply with such policies may result in the officer's extra employment and SOSP privileges being revoked by the Chief of Police at the Chief's sole discretion with no right of grievance or right to appeal.
 - E. With approval from the Chief of Police or designee an officer may work overtime but will be paid for longevity and base pay only and at $\frac{1}{4}$ (quarter) hour increments.
 - F. An officer, regardless of rank, may elect to revoke his election/participation in Option A in favor of participating in Option C or the Deferred Cash Out Option at any time. An officer who selects Option A may not revoke his election in favor of receiving a lump sum cash payment.

- G. The officer shall observe and be paid for City Holidays, as designated by City Council, except for the floating holiday. Such holiday observation shall not cause a deduction in the officer's Phase Down bank.
- H. In the event of the death of an officer participating in Option A, the balance of this Phase Down bank shall be paid to his designated beneficiary or estate. The lump sum value shall be determined based upon the value at which it was accrued.
- I. Each officer participating in Phase Down shall maintain all rights, benefits, incentives, allowances, privileges and immunities as provided for by statute, ordinance, agreement and/or common law that the officer enjoyed prior to entering Phase Down, except as expressly noted herein.

17. OPTION B

- A. During the period of time an officer is participating in PDP Option B, the officer is considered actively employed as a classified member of the City of Houston Police Department.
- B. Officers shall be paid base, longevity, TCOLE in-service and education pays on a bi-weekly basis for 40 hours.
- C. Officers in PDP Option B are not eligible for pay increases.
- D. During the time an officer is participating in Option B, the officer will be allowed to work a combined total of 60 hours of extra employment and/or Strategic Officer Staffing Program (SOSP) approved by the department per week. The number of extra employment hours and/or approved SOSP hours allowed for each week is applicable only to officers participating in Option B. All officers participating in Option B are responsible for compliance with all Department policies including the provisions of the department's extra employment policy and policies regarding SOSP. Failure to comply with such policies may result in the officer's extra employment privileges and SOSP being revoked by the Chief of Police at the Chief's sole discretion with no right of grievance or right to appeal.
- E. With approval from the Chief of Police or designee an officer may work overtime but will be paid for longevity and base pay only and at ¼ (quarter) hour increments.
- F. An officer, regardless of rank, may elect to revoke his election/participation in Option B in favor of participating in Option C or the Deferred Cash Out Option. An officer who selects Option B may not revoke his election in favor of receiving a lump sum cash payment.
- G. During the time an officer is participating in Option B the officer shall observe and receive one-half (1/2) days' pay (4 hours) for City Holidays as designated by City Council, except for the floating holiday.
- H. In the event of the death of an officer participating in Option B, the balance of this Phase Down bank shall be paid to his designated beneficiary or estate. The lump sum value shall be determined based upon the value at which it was accrued.
- I. Each officer participating in Phase Down shall maintain all rights, benefits, incentives, allowances, privileges and immunities as provided for by statute, ordinance, agreement and/or common law that the officer enjoyed prior to entering Phase Down, except as expressly noted herein.

18. REQUIRED TRAINING FOR OPTIONS A & B

- A. Officers in Phase Down must obtain sufficient in-service training to comply with training standards as promulgated by the Texas Commission on Law Enforcement (TCOLE).
- B. This training shall be completed on the officer's own time and expense. The Department will make available facilities for officers to receive the required TCOLE training at the Academy. Training availability shall be posted on the Department's Web site. An officer may also elect to obtain the required TCOLE training at the officer's expense from another source.
- C. If the Department requires an officer in Phase Down to attend an in-service course other than those required by TCOLE, the time spent by the officer at the mandatory training shall not be deducted from the officer's Phase Down bank. The officer must be notified by the Department of this requirement by certified mail return receipt requested mailed to the officer's last known address as provided at the time of entry into Phase Down.
- D. Officers, on their own time, must also qualify with their primary duty weapon pursuant to standards established by the Department except that an officer in Phase Down must qualify during his/her birthday month.
- E. Proof of participation in or attendance at in-service training at a provider other than the HPD Academy shall be forwarded by the officer to the Houston Police Department Certification Office. Such information shall be forwarded in such form as required by the Houston Police Department Certification Office in order that the training and qualification information may be forwarded to TCOLE.
- F. Failure to fulfill these requirements may result in disciplinary action and affect the officer's peace officer license status and/or removal from the PDP.

19. RETURNING TO ACTIVE SERVICE FROM OPTIONS A & B

- A. If a person of the rank of police officer or senior police officer wishes to withdraw from participation in Options A or B and return to active service, the officer must submit a written request to the Chief of Police. The Chief of Police, at his sole discretion, may approve or deny the request. If the Chief of Police approves the request the officer will return to duty with no break of service for purposes of tenure with the Houston Police Department. Such person will continue to be governed by any and all statutory and Meet & Confer provisions associated with the employee's pension plan.
- B. If a person of the rank of Sergeant or higher wishes to withdraw his election to participate or his participation in Option A or B and remain/return to active service, the supervisor must submit a written request to the Chief of Police.
 - 1. The Chief of Police, at his sole discretion, may approve or deny the request. However, if the request is granted by the Chief of Police the person shall remain/return to active duty at the rank of police officer or senior police officer, and only if such a vacancy exists for a police officer or senior police officer.
 - 2. In such a case, there shall be no break in service for purposes of tenure with the Houston Police Department. Such person will continue to be governed by any and all statutory and Meet & Confer provisions associated with the employee's pension plan.
- C. A person returning from participating in Options A or B will not be eligible to take a

promotion exam for 2 years from date of his withdrawal of election/participation.

- D. A person returning to active duty from participating in Phase Down Options A or B, upon re-entering PDP, will only be eligible to participate in DCO and will not be eligible for active employee insurance rates.

20. INJURY IN COURSE AND SCOPE – REMOVAL FROM OPTIONS A & B

- A. If an officer in Phase Down Options A or B is injured in the course and scope of his employment as a police officer, as defined by statute and case law, and the officer suffers an incapacitating injury which endures for sixty days or more, the officer's election to participate in Phase Down may be voided and the officer may elect to receive a lump sum payment for the balance of his leave bank.
 - 1. This election shall be at the discretion of the officer. Such payment of the lump sum shall be made to the officer in a timely manner.
 - 2. This voiding of the election and the receipt of a lump sum payment shall not affect any worker's compensation medical or indemnity payments or any other related benefits to which the officer may be entitled.
 - 3. There shall be no salary continuation benefits, as provided for by Sec.142.008, TLGC after the date the Phase Down election is voided due to the incapacitating injury and the lump sum payment benefit is paid.

21. INVOLUNTARY REMOVAL FROM OPTIONS A & B

- A. In the event an officer who is in Phase Down A or B has committed a serious act of misconduct, the Chief of Police, at his sole discretion, may revoke the officer's participation in Phase Down and tender to the officer a lump sum payment calculated in accordance with this Agreement. A limited appeal may be taken by the officer. The appeal will be heard by the same arbitrators who have been selected to hear disciplinary appeals. The decision of the arbitrator shall be limited to upholding the Chief's decision to revoke the officer's participation in Phase Down or returning the officer to the same Phase Down option. The Department shall have the burden of proof by a preponderance of the evidence.
- B. In order to appeal such a decision by the Chief, the officer may refuse the tender of the lump sum payment and file a written appeal indicating he disagrees with the decision of the Chief of Police. This appeal shall be filed with the HR Director within fifteen calendar days of the date the officer receives written notification from the Chief of Police that the Chief has elected to revoke the officer's participation in Phase Down.
- C. The hearing shall be held within sixty days and a written opinion shall be tendered to the parties within fifteen days of the close of the hearing. Only one continuance may be granted per side that may not exceed fifteen days for good cause shown or for unavailability of the arbitrator.
 - 1. In no event may a continuance be granted for more than fifteen days. The officer shall continue in Phase Down during the pendency of the appeal.
 - 2. The decision of the arbitrator is final and binding on the parties. Costs shall be divided equally between the Department and the appealing officer.
- D. In the event an officer participating in PDP, Option A, or Option B accepts a position of civil emolument, the officer must change to PDP Option C or DCO. There will be no lump sum pay out.

22. OPTION C

- A. An officer electing Option C shall have the following privileges and benefits:
1. Officers electing Option C shall be considered retired;
 2. The officer shall receive only his base pay and longevity pay equal to the number of hours in his cash valued leave banks, except for compensatory time banks which will be paid in accordance with applicable FLSA guidelines;
 3. The pays, as described above, shall be paid at the rate of forty (40) hour per two week pay period;
 4. An officer electing to participate in Option C may not return to active duty with the Houston Police Department. The Houston Police Department will notify TCOLE of the officer's change in status upon his entry in Option C;
 5. An officer, regardless of rank, may elect to revoke his election/participation in Option C in favor of participating in the Deferred Cash Out Option. An officer who selects Option C may not revoke his election in favor of receiving a lump sum cash payment commonly referred to as "drag up" pay; and,
 6. In the event of the death of an officer participating in Option C, the balance of his Phase Down bank shall be paid to his designated beneficiary or estate. The lump sum value shall be determined based upon the value at which it was accrued.

23. DEFERRED CASH-OUT OPTION AND ROLLOVER ELECTION

- A. Prior to the Meet and Confer Agreements, officers electing to retire outright rather than enter one of the Phase Down Options received the traditional lump sum cash payout typically referred to as "drag up pay" in accordance with §143.115, §143.1155, and §143.116 of the Texas Local Government Code.
- B. The Deferred Cash-Out Option will now become the default method for all officers retiring from the department. Officers participating in this Option shall have the following privileges and benefits:
1. An officer's cash value leave banks shall be valued in the same manner as currently calculated for officers electing the lump sum payment commonly known as "drag up" pay;
 2. After the value of the leave banks have been determined, and the interest rate listed in 3) below has been calculated, then an amortization schedule will be developed and 104 equal bi-weekly payments of principle and interest shall be paid to the officer over a period of four (4) years;
 3. Officers shall earn interest at a rate equal to that of the 5-Year Federal Treasury Note as published in the Capital Treasury Department's Daily Yield Curve Rates at the "Daily bid yield" rate that was in effect on the date the officer signed this election option, plus 1%; and
 4. An officer will be considered retired.
- C. Subject to current law, in the event an officer does not wish to participate in the Deferred Cash-Out Option, upon separation from the Department the officer will have a one-time opportunity to have his "drag up" pay rolled over into his HPOPS

DROP/PROP, 457, or 457b accounts to the extent allowed by the plans and law. This election must be made in writing and done prior to the officer's separation date.

1. There will be no lump sum payment made to the officer unless required because of an inability of the Houston Police Officers' Pension System (HPOPS), a 457, or 457b plan to accept all of the "certain additional pre-tax employer contributions" made on behalf of members who have separated from service and are having payments made into HPOPS as authorized by the Meet and Confer AGREEMENT BETWEEN THE HOUSTON POLICE OFFICERS' PENSION SYSTEM AND THE CITY OF HOUSTON.
 2. For each such member identified above, the CITY shall indicate the member's DROP/PROP Account that shall receive these employer contributions. In such an event any funds which could not be accepted by HPOPS, a 457, or a 457b account will be paid to the officers under the DCO requirements.
24. NOTE: ALL OF THE ABOVE LISTED PAYMENT PLANS (PHASE DOWN OPTIONS A, B, C, AND DEFERRED CASH-OUT) WILL BE PAID IN THE TRADITIONAL W-2 FORMAT AND ON THE POLICE DEPARTMENT'S BIWEEKLY PAYMENT SCHEDULE.
25. LUMP SUM PAY-OUT OPTION
- A. The Lump Sum Pay-Out Option commonly referred to as "drag up" pay will now be replaced with the Deferred Cash-Out Option.
 - B. A Lump Sum Pay-Out Option will only be received under the following circumstances:
 1. an officer resigns before becoming immediately eligible to receive a pension from HPOPS or, if in HPOPS Plan II, has less than fifteen (15) years of service from sworn date;
 2. termination or is involuntarily removed from the Phase Down Program by the Chief of Police in accordance with this Meet & Confer Agreement;
 3. Deductions for health care and coverage would be greater than the officer's bi-weekly payment;
 4. Deductions for health care and coverage, for whatever reason ever increase to an amount greater than that of the officer's equal bi-weekly payments, the officer will be removed from the Deferred Cash-Out Option and will receive a final lump sum payment for the remaining principal and any accrued interest; and
 5. In the event of the death of an officer participating in the Deferred Cash-Out Option, the remaining value, including principal and any accrued interest shall be payable to the officer's designated beneficiary or estate as a lump sum.

MISCELLANEOUS MATTERS

ARTICLE 45: DEFERRED 457(b) COMPENSATION PLAN

1. The City of Houston Council previously authorized (at no cost to the City of Houston) the Majority Bargaining Agent (MBA) to develop the details for implementation and rules for participation in one or more 457(b) deferred compensation plans and will continue to do so for the duration of this Agreement.
2. This authorization includes the selection of a vendor to administer the plan(s) from a pool of candidate vendors exclusive of the current City of Houston 457 vendor without utilizing the City's procurement process.
3. The City shall approve the selected 457 vendor upon notification of selection.

MISCELLANEOUS MATTERS

ARTICLE 46: ADDITIONAL TERMS

1. The City/HPD agrees to:
 - A. Make an electronic copy of the General Orders, Special Orders, Training Bulletins and Rules and Regulations available on HPD's intranet.
 - B. Make an electronic copy of this Agreement available by posting a copy of the executed Agreement on the department's intranet.
 - C. Not to engage in the following:
 1. Interference with, restraint, or coercion of officers in the exercise of rights granted in this Agreement;
 2. Domination, interference, or assistance in the formation, establishment or administration of any employee organization or contribute financial support, other than dues and payroll deductions permitted by law, to any such organization;
 3. Discharge, retaliation or discrimination against any officer because he/she has filed any affidavit, petition, grievance, or complaint, or given any information or testimony alleging violations of this Agreement, or because he/she has formed, joined, or chosen to be represented by any employee organization or union; or,
 4. Making or permitting any agreement, understanding, or contract with any person, including a member of the bargaining unit, which in any manner circumvents, alters, amends, modifies, or contradicts any provision of this Agreement.
2. The Chief of Police, at the Chief's sole discretion, may permit one or more classified members of a Police Employee Group, including the MBA, to utilize up to 750 hours of leave to further the mission of the Houston Police Department and this Agreement. The leave shall become available after July 1 of each fiscal year and shall not carry over from year to year. In order to qualify, the organization must have at least ten (10%) percent of active classified HPD officers who are dues paying members via the City's payroll deduction at the ratification of this Agreement. The hours may be used for recruiting individuals to join the Houston Police Department or assisting the Department and MBA on issues at the Texas Legislature that are mutually supported. The utilization of this leave shall be immediately revoked by the Chief of Police if any individual utilizing this time violates the terms above. Further, the Chief of Police, at their sole discretion, may revoke utilization of this leave during declared emergencies, when the use of such time would create an undue disruption of police services, or at any time the Chief deems appropriate. No member utilizing this time may appeal/grieve the Chief's decision. The Chief shall promulgate a policy for implementation of this paragraph.
3. **Conflict of Interest.** Any person serving on an HPD committee shall recuse themselves if they have a conflict of interest. A conflict of interest arises when a committee member is (a) a party to a matter that the HPD committee is presently reviewing; (b) a fact witness or expected fact witness who has direct knowledge of the matter presently being reviewed and whose testimony or statements may influence the outcome of the matter; and/or (c) otherwise personally or financially affected by the HPD committee's decision. Nothing in

this Section shall be construed as prohibiting a committee member from testifying as a witness in a subsequent proceeding.

4. Constructive Service. To the extent service of notices or other written matters are required in this Agreement, the following shall apply:
 - A. If notice is not deliverable because the officer has not provided the Department with the most current address or the officer fails to pick up or timely receive the notice when presented by the U.S. Postal Service, the notice is deemed served upon deposit into the U.S. Postal Service and no affirmative defense to timely service shall be allowed.
5. The parties agree that after the ratification date of this Agreement, no contract grievance shall be filed related to any previous Agreement more than thirty (30) days after discovery of such.

ARTICLE 47: PHYSICAL AND MENTAL FITNESS PROCEDURES AND PROTECTIONS

1. This Article preempts TLGC 143.1115 and provides the exclusive procedure for determining whether an officer is physically and/or mentally unfit to perform the essential functions of his or her duties.
2. This paragraph establishes the procedure for determining (a) if an officer is physically fit to perform the essential functions of his or her duties or (b) if an officer is mentally fit to perform his or her duties when the officer utilizes the services of a personal psychiatrist and/or psychologist. If after reasonable efforts the police officer is unable to identify, within thirty (30) business days of the Chief or designee's order, a personal psychiatrist or psychologist to evaluate the officer pursuant to this Article, the procedure set forth in Paragraph 3, below, shall apply.
 - A. On receiving a written order by the Chief or the Chief's designee to submit a medical questionnaire and/or report, the officer shall request his or her personal physician, psychiatrist, and/or psychologist, as appropriate, to submit to the Chief or the Chief's designee a report establishing whether the officer is physically and/or mentally fit to perform the essential functions of the officer's duties.
 - i. An officer ordered as such shall authorize, in writing, the release of the report to the Chief.
 - ii. The evaluation(s) by the officer's personal physician, psychiatrist, and/or psychologist responsible for completing the report shall be scheduled during the officer's regular shift or the officer's supervisor may adjust the officer's shift and/or day(s) off to accommodate the evaluation(s) to occur on duty. The officer shall be carried as on-duty only for the actual time spent being evaluated by his or her personal physician, psychiatrist, and/or psychologist responsible for completing the report. This on-duty status will only be permitted for two (2) visits for physical fitness for duty evaluation and up to five (5) visits for a mental fitness for duty evaluation. Any additional visits required by the officer's personal physician, psychiatrist, and/or psychologist to complete the report shall require the officer to use their own accrued available PTO (or other eligible leave) or occur while the officer is off duty, unless otherwise approved by the Chief or the Chief's designee for good cause shown.
 - B. If the report reflects that the police officer is unable to perform the essential functions of the officer's duties, and the Department is unable to make a reasonable accommodation, if applicable, then the Department shall make a written recommendation to the Commission that the Commission enter a final order removing the police officer from active employment with the City. This provision shall apply only in the event that neither the officer nor the Department questions the report.
 - C. If either party questions the report, the Chief or the police officer shall submit a request in writing to the Commission to appoint a physician, psychiatrist, and/or psychologist, as appropriate, to examine the police officer and to submit a report to the Commission.
 - i. The evaluation(s) by the appointed physician, psychiatrist, and/or psychologist responsible for completing the report shall be scheduled during the officer's regular shift or the officer's supervisor may adjust the officer's shift and/or day(s) off to accommodate the evaluation(s) to occur on duty. The officer shall

be carried as on-duty only for the actual time spent being evaluated by the appointed physician, psychiatrist, and/or psychologist responsible for completing the report.

- ii. The police officer shall authorize, in writing, the release of the report. Upon receipt, the Commission shall provide a copy of the report to the Chief or the Chief's designee and the police officer.
 - D. If the report of the appointed physician, psychiatrist, and/or psychologist conflicts with the report of the police officer's personal physician, psychiatrist, or psychologist, the Commission shall appoint three independent physicians, psychiatrists, and/or psychologists or any combination thereof, as appropriate, to examine the police officer. Each appointed physician, psychiatrist, and/or psychologist shall submit to the Commission a written report of his or her findings regarding whether the police officer is physically and/or mentally fit to perform the essential functions of the officer's duties. The reports shall be provided to the Chief or the Chief's designee and the police officer.
 - i. The evaluation(s) by the appointed physicians, psychiatrists, and/or psychologists responsible for completing the report shall be scheduled during the officer's regular shift or the officer's supervisor may adjust the officer's shift and/or day(s) off to accommodate the evaluation(s) to occur on-duty. The officer shall be carried as on-duty only for the actual time spent being evaluated by the appointed physician, psychiatrist, and/or psychologist responsible for completing the report.
 - E. This procedure continues at Paragraph 4 below.
3. This paragraph establishes the procedure for determining if a police officer is mentally fit to perform the essential functions of his or her duties when a police officer is unable to identify, within thirty (30) business days of the Chief or designee's order, a personal psychiatrist or psychologist to evaluate the officer pursuant to this Article.
- A. On receiving a written order by the Chief or the Chief's designee to submit a medical questionnaire and report, the police officer shall notify the Chief or his designee within thirty (30) business days that the officer was unable to identify a personal psychiatrist or psychologist to evaluate the officer. The Chief shall then submit a request in writing to the Commission to appoint a psychiatrist and/or psychologist, as appropriate, to examine the police officer and to submit a report to the Commission. The police officer shall authorize, in writing, the release of the report. Upon receipt, the Commission shall provide a copy of the report to the Chief or the Chief's designee and the police officer.
 - B. The evaluation(s) of the officer by the appointed psychiatrist and/or psychologist responsible for completing the report shall be scheduled during the officer's regular shift or the officer's supervisor may adjust the officer's shift and/or day off to accommodate the evaluation(s) to occur on duty. The officer shall be carried as on-duty only for the actual time spent being evaluated by the appointed psychiatrist and/or psychologist responsible for completing the report.
 - C. If the Chief or the police officer questions the report(s) of the appointed psychiatrist or psychologist, the Chief or the police officer shall submit a request in writing to the Commission to appoint an independent three-member board composed of

psychiatrists or psychologists or a combination thereof, as appropriate, to examine the police officer.

- i. The evaluation(s) by the appointed psychiatrists and/or psychologists responsible for completing the report shall be scheduled during the officer's regular shift or the officer's supervisor may adjust the officer's shift and/or day(s) off to accommodate the evaluation(s) to occur on-duty. The officer shall be carried as on-duty only for the actual time spent being evaluated by the appointed physician, psychiatrist, and/or psychologist responsible for completing the report.
- D. Each appointed psychiatrists and/or psychologists shall submit to the Commission a written report of his or her findings regarding whether the police officer is mentally fit to perform the essential functions of the officer's duties. The reports shall be provided to the Chief or designee and the police officer.
- E. This procedure continues at Paragraph 4 below.
4. The Commission, at its next available scheduled meeting after the date it receives the reports of the appointed physicians, psychiatrists, and/or psychologists submitted pursuant to Paragraphs 2D and 3D above, shall determine whether the police officer is sufficiently physically or mentally fit to perform the essential functions of the officer's duties. The Commission shall enter an order and base its determination exclusively on the reports of the appointed physicians, psychiatrists, and/or psychologists.
5. If the Commission determines that the police officer is unable to perform the essential functions of his or her essential job duties, and the Department is unable to make a reasonable accommodation, if applicable, then the Department shall make a written recommendation to the Commission that the Commission enter a final order removing the police officer from active employment with the City.
6. The Commission, at its next available scheduled meeting after the date it receives the reports and Department recommendations submitted pursuant to paragraphs 2D or 3D above, shall determine the police officer's employment status. The police officer and his or her representative may appear and be heard at this hearing as prescribed by the rules of the Commission.
7. If the Commission determines that the officer cannot perform the essential functions of the officer's duties and the Department has determined that it is not able to provide a reasonable accommodation, if applicable, then the Commission may enter a final order removing the police officer from active employment with the City. Such order shall not prejudice the police officer's ability to seek re-employment with the City in the future, should there be a change in the police officer's physical or mental condition. The order of the Commission is final and not appealable. The Order of the Commission and the Department's written recommendation to the Commission shall be provided to the officer after the hearing.
8. The police officer shall pay the cost of the services of the person's personal physician, psychiatrist, and/or psychologist, as appropriate. The Department shall pay the costs of the services of any other physician, psychiatrist, and/or psychologist appointed by the Commission pursuant to this Article.
9. The Commission may not appoint a person to serve on a board appointed under Paragraphs 2C, 2D, 3A and 3C above, if the person receives any compensation from the City, other than compensation for the person's services as a board member.

10. If at any time the officer desires a copy of the report of any physician, psychiatrist, and/or psychologist, received pursuant to this Article the officer shall be provided such copy within three (3) business days of a written request.
11. The Commission shall promulgate rules and procedures necessary to implement this section.
12. Complaints of discrimination or retaliation may not be heard by the Commission and shall instead be handled in accordance with Federal or State law and/or City policy.

ARTICLE 48: DONATED PTO

1. Officers may request to donate up to 480 hours of accrued PTO to a family member who is also a classified employee of the Houston Police Department and who has been approved for family medical leave. This provision does not apply to an individual who is in Phase Down, whether as a donor or recipient. The request must be made to the LRC. The Chairperson of the LRC shall advise Classified Payroll of the decision.
 - A. Family member shall include anyone as defined as a family member by the Family Medical Leave Act and interpretive regulations or a sibling. The determination of whether any other individual is a qualified family member will be made by the City of Houston Human Resources Director or designee.
2. The LRC may approve such a request regardless of whether the receiving family member has exhausted or will exhaust all their personal accrued leave hours to which they are entitled.
3. Any donated leave must be deducted from the most recent accruals prior to the benefit year in which the donation was made. An officer who donates accrued PTO who has reached or exceeded the allowable PTO cap at the time of the donation is prohibited from carrying over more than the 120 hours referenced in Exhibit B, Section E (6) in any year thereafter. An officer who donates accrued PTO and who is within 480 hours of the applicable PTO cap at the time of the donation shall be limited to accruing 120 hours in any year thereafter.
4. All other terms of the City's Accrued Leave Donation Program administrative procedure will control.

ARTICLE 49: HOUSTON POLICE BENEFIT TRUST

- A. Beginning with the first full pay period following the effective date of this Agreement, the City/HPD shall pay \$60.00 (Sixty dollars) per month to the Houston Police Benefit Trust, as the agent for the MBA, for every insured officer covered by the Houston Police Benefit Trust for disability benefits pursuant to a Trust Agreement administered by the MBA. Additional benefits may include accidental death and disability (AD&D) and a gun-shot rider. A portion of this increase will go toward mental health and dependent related services. Terms of coverage are determined by the MBA.
- B. The City/HPD shall also be authorized by the Plan Administrator/MBA to withhold an amount from each officer's biweekly salary equal to the difference between a sum certain (to be supplied by Trustee) necessary to pay the remaining premium due for that officer's level of participation in the Plan through the officer's payroll deduction authorization request.
- C. All premiums payable and/or withheld and any monies due pursuant to this Article shall be paid directly to the Houston Police Benefit Trust on a monthly basis on the date of processing by wire transfer to an account designated by the Texas Police Trust. Premiums shall be paid in advance by the 15th of the month for coverage for the following month.
- D. The City/HPD shall amend the Department's personnel information form to include a provision to enable all officers to authorize the release of information contained on the form to the MBA/Plan Administrator.

THE MBA/PLAN ADMINISTRATOR AGREES TO HOLD THE CITY/HPD/CHIEF HARMLESS AGAINST ANY AND ALL CLAIMS, DEMANDS, SUITS OR OTHER FORMS OR LIABILITY THAT MAY ARISE, WHETHER NOW OR IN THE FUTURE, OUT OF OR BY REASON OF ANY ACTIONS TAKEN BY THE HPOU IN VIOLATION OF THIS SECTION OR THAT MAY ARISE DUE TO THE CITY/HPD'S COMPLIANCE WITH THIS PROVISION, THE WITHHOLDING OF SUMS DUE AND PAYABLE HEREIN, OR ANY CLAIMS FOR BENEFITS OR COVERAGE OF ANY KIND.

EXHIBIT A

POLICE DEPARTMENT ORDINANCE (CLASSIFIED)

CIVIL SERVICE CLASS A
UNIFORMED CLASS-POLICE SERVICE

Fiscal Year 2026

Exhibit A, page 1

Effective first full pay period beginning on or after July 1, 2025
10.0% Across-the-Board Increase vs. FY2025
(greater than 10% for 1st & 2nd yr Officers)

Classification	Base Pay (Biweekly)						
GRADE I (Vacant)							
GRADE II							
Police Officer, Probationary	2,200.00						
	<u>Years of Service From Hire Date</u>						
GRADE III	<u>1 Year</u>	<u>2 Year</u>	<u>3-4 Year</u>	<u>5 Year</u>	<u>6 Year</u>	<u>7-9 Year</u>	<u>10-11 Year</u>
Police Officer	2,884.62	2,942.31	2,992.03	3,091.47	3,133.71	3,231.93	3,491.03
GRADE IV	<u>12-16 Year</u>	<u>17 Year & Over</u>					
Senior Police Officer	3,554.52	3,892.10					
GRADE V (Vacant)							
GRADE VI	<u>5-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Sergeant	4,268.67	4,404.65	4,486.78				
GRADE VII	<u>7-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Lieutenant	4,752.84	4,906.26	5,028.60				
GRADE VIII (Vacant)							
GRADE IX	<u>7-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Captain	5,475.99	5,784.59	5,935.95				

POLICE DEPARTMENT ORDINANCE
(CLASSIFIED)

CIVIL SERVICE CLASS A
UNIFORMED CLASS-POLICE SERVICE

Fiscal Year 2027

Exhibit A, page 2

Effective first full pay period beginning on or after July 1, 2026
8.0% Across-the-Board Increase vs. FY2026

Classification	Base Pay (Biweekly)						
GRADE I (Vacant)							
GRADE II							
Police Officer, Probationary	2,376.00						
	<u>Years of Service From Hire Date</u>						
GRADE III	<u>1 Year</u>	<u>2 Year</u>	<u>3-4 Year</u>	<u>5 Year</u>	<u>6 Year</u>	<u>7-9 Year</u>	<u>10-11 Year</u>
Police Officer	3,115.39	3,177.69	3,231.39	3,338.79	3,384.41	3,490.48	3,770.31
GRADE IV	<u>12-16 Year</u>	<u>17 Year & Over</u>					
Senior Police Officer	3,838.88	4,203.47					
GRADE V (Vacant)							
GRADE VI	<u>5-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Sergeant	4,610.16	4,757.02	4,845.72				
GRADE VII	<u>7-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Lieutenant	5,133.07	5,298.76	5,430.89				
GRADE VIII (Vacant)							
GRADE IX	<u>7-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Captain	5,914.07	6,247.36	6,410.83				

POLICE DEPARTMENT ORDINANCE
(CLASSIFIED)

CIVIL SERVICE CLASS A
UNIFORMED CLASS-POLICE SERVICE

Fiscal Year 2028

Exhibit A, page 3

Effective first full pay period beginning on or after July 1, 2027
6.0% Across-the-Board Increase vs. FY2027

Classification	Base Pay (Biweekly)						
GRADE I (Vacant)							
GRADE II							
Police Officer, Probationary	2,518.56						
	<u>Years of Service From Hire Date</u>						
	<u>1</u>	<u>2</u>	<u>3-4</u>	<u>5</u>	<u>6</u>	<u>7-9</u>	<u>10-11</u>
	<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>	<u>Year</u>
GRADE III							
Police Officer	3,302.31	3,368.35	3,425.27	3,539.12	3,587.47	3,699.91	3,996.53
GRADE IV	<u>12-16</u>	<u>17 Year</u>					
	<u>Year</u>	<u>& Over</u>					
Senior Police Officer	4,069.21	4,455.68					
GRADE V (Vacant)							
GRADE VI	<u>5-9</u>	<u>10-16</u>	<u>17 Year</u>				
	<u>Year</u>	<u>Year</u>	<u>& Over</u>				
Police Sergeant	4,886.77	5,042.44	5,136.46				
GRADE VII	<u>7-9</u>	<u>10-16</u>	<u>17 Year</u>				
	<u>Year</u>	<u>Year</u>	<u>& Over</u>				
Police Lieutenant	5,441.05	5,616.69	5,756.74				
GRADE VIII (Vacant)							
GRADE IX	<u>7-9</u>	<u>10-16</u>	<u>17 Year</u>				
	<u>Year</u>	<u>Year</u>	<u>& Over</u>				
Police Captain	6,268.91	6,622.20	6,795.48				

POLICE DEPARTMENT ORDINANCE
(CLASSIFIED)

CIVIL SERVICE CLASS A
UNIFORMED CLASS-POLICE SERVICE

Fiscal Year 2029

Exhibit A, page 4

Effective first full pay period beginning on or after July 1, 2028
6.0% Across-the-Board Increase vs. FY2028

Classification	Base Pay (Biweekly)						
GRADE I (Vacant)							
GRADE II							
Police Officer, Probationary	2,669.67						
	<u>Years of Service From Hire Date</u>						
GRADE III	<u>1 Year</u>	<u>2 Year</u>	<u>3-4 Year</u>	<u>5 Year</u>	<u>6 Year</u>	<u>7-9 Year</u>	<u>10-11 Year</u>
Police Officer	3,500.45	3,570.45	3,630.79	3,751.47	3,802.72	3,921.90	4,236.32
GRADE IV	<u>12-16 Year</u>	<u>17 Year & Over</u>					
Senior Police Officer	4,313.36	4,723.02					
GRADE V (Vacant)							
GRADE VI	<u>5-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Sergeant	5,179.98	5,344.99	5,444.65				
GRADE VII	<u>7-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Lieutenant	5,767.51	5,953.69	6,102.14				
GRADE VIII (Vacant)							
GRADE IX	<u>7-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Captain	6,645.04	7,019.53	7,203.21				

POLICE DEPARTMENT ORDINANCE
(CLASSIFIED)

CIVIL SERVICE CLASS A
UNIFORMED CLASS-POLICE SERVICE

Fiscal Year 2030

Exhibit A, page 5

Effective first full pay period beginning on or after July 1, 2029
6.5% Across-the-Board Increase vs. FY2029

Classification	Base Pay (Biweekly)						
GRADE I (Vacant)							
GRADE II							
Police Officer, Probationary	2,843.20						
	<u>Years of Service From Hire Date</u>						
GRADE III	<u>1 Year</u>	<u>2 Year</u>	<u>3-4 Year</u>	<u>5 Year</u>	<u>6 Year</u>	<u>7-9 Year</u>	<u>10-11 Year</u>
Police Officer	3,727.98	3,802.53	3,866.79	3,995.32	4,049.90	4,176.82	4,511.68
GRADE IV	<u>12-16 Year</u>	<u>17 Year & Over</u>					
Senior Police Officer	4,593.73	5,030.02					
GRADE V (Vacant)							
GRADE VI	<u>5-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Sergeant	5,516.68	5,692.41	5,798.55				
GRADE VII	<u>7-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Lieutenant	6,142.40	6,340.68	6,498.78				
GRADE VIII (Vacant)							
GRADE IX	<u>7-9 Year</u>	<u>10-16 Year</u>	<u>17 Year & Over</u>				
Police Captain	7,076.97	7,475.80	7,671.42				

SIGNATURE AND APPROVAL PAGE

This Agreement being made under Subchapter J of Chapter 143, shall become effective and shall be enforceable and binding on the parties only if the parties ratify and approve their respective participation and assent to the terms of this Agreement through the ratification process mandated by Chapter 143, or by local law, whichever applies.

It is agreed that the signature of the respective parties certifies that the persons indicated have the express authority to bind the organization and that the authorization has been accomplished in compliance with state or local law.

Agreed to be effective on the date set forth in the City Ordinance approving and authorizing the City's participation in this Agreement.

Houston Police Officers' Union (HPOU) as the Sole and Exclusive Majority Bargaining Agent

_____ President	_____ Date	_____ First Vice President	_____ Date
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_____ Second Vice President	_____ Date	_____ Third Vice President	_____ Date
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City of Houston, Texas

_____ Mayor	_____ Date	_____ City Controller	_____ Date
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_____ City Attorney	_____ Date	_____ Chief of Police	_____ Date
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_____ City Secretary	_____ Date
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CITY OF HOUSTON – CITY COUNCIL

Meeting Date:
District ALL
Item Creation Date:

Agenda Item#:


Summary:

ORDINANCE amending Ordinance No. 2022-0221 relating to employment conditions, compensation and benefits of classified police officers of the City of Houston; ratifying the 2025 Meet and Confer Agreement between the City of Houston and the Houston Police Officers' Union, and containing other provisions relating to the foregoing subject; suspending the operation of certain ordinances; providing for severability; and declaring an emergency.

Background:

Through the meet and confer process the City of Houston and the Houston Police Officers' Union have reached a labor agreement governing certain classified officers of the Police Department. Union members voted to ratify the agreement through June 30, 2030. The new meet and confer agreement ("MCA") replaces the 2022 MCA, which would expire upon the parties reaching a new agreement. The MCA takes effect immediately upon ratification by City Council and continues through June 30, 2030.

The MCA provides base pay increases for each classification reflected in Exhibit A as follows:
10% base salary increase effective the first full pay period after July 1, 2025 for FY2026, a 8% base salary increase effective the first full pay period after July 1, 2026 for FY2027, a 6% base salary increase effective the first full pay period after July 1, 2027 for FY2028, a 6% base salary increase effective the first full pay period after July 1, 2028 for FY2029, and a 6.5% base salary increase effective the first full pay period after July 1, 2029 for FY2030.

DocuSigned by:

074157848964440...

Arturo Michel, City Attorney

Prior Council Action:

Ordinance No. 2022-0221

Contact Information:

Deidra Norris, Sr. Assistant City Attorney, Section Chief – Phone 832-393-6299

Attachments:

Description

Cover Sheet – 2025 (HPD) - Meet & Confer HPOU & COH Signed _____

ORD – 2025 (HPD) - Meet & Confer HPOU & COH Signed _____

2025 - HPOU & COH Meet & Confer **Agreement** Signed _____

Certificate Of Completion

Envelope Id: D933A0DD-3E40-40B4-B5B5-10296C12CA4F

Status: Completed

Subject: Complete with Docusign: Cover Sheet - 2025-HPD - Meet Confer HPOU COH.docx

Source Envelope:

Document Pages: 1

Signatures: 1

Envelope Originator:

Certificate Pages: 2

Initials: 0

Angela Reed

AutoNav: Enabled

611 Walker St.

Envelopeld Stamping: Enabled

HITS

Time Zone: (UTC-06:00) Central Time (US & Canada)

Houston, TX 77002

Angela.Reed@houston.tx.gov

IP Address: 204.235.229.249

Record Tracking

Status: Original

Holder: Angela Reed

Location: DocuSign

5/9/2025 9:26:31 AM

Angela.Reed@houston.tx.gov

Security Appliance Status: Connected

Pool: FedRamp

Storage Appliance Status: Connected

Pool: City of Houston IT Services

Location: Docusign

Signer Events

Arturo Michel

Arturo.Michel@houston.tx.gov

City Attorney

Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

074157848964440...

Signature Adoption: Uploaded Signature Image

Using IP Address: 172.56.25.38

Signed using mobile

Timestamp

Sent: 5/9/2025 9:29:33 AM

Viewed: 5/13/2025 2:03:57 PM

Signed: 5/13/2025 2:04:44 PM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Angela Ricks

Angela.Ricks@houston.tx.gov

Security Level: Email, Account Authentication (None)

COPIED

Sent: 5/9/2025 9:29:33 AM

Electronic Record and Signature Disclosure:

Not Offered via Docusign

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

5/9/2025 9:29:33 AM

Certified Delivered

Security Checked

5/13/2025 2:03:57 PM

Signing Complete

Security Checked

5/13/2025 2:04:44 PM

Completed

Security Checked

5/13/2025 2:04:44 PM

Payment Events	Status	Timestamps
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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date:

HPD FY25 - Appropriation of Funds for Conducted Energy
Devices and Related Accessories

Agenda Item#: 37.

Summary:

ORDINANCE appropriating \$2,500,000.00 out of Equipment Acquisition Consolidated Construction Fund for Planned Purchase of Conducted Energy Devices and Supplies for the Houston Police Department

Background:

The Chief of Police for the Houston Police Department recommends that City Council approve an ORDINANCE to appropriate \$2,500,000.00 from the FY2025 Equipment Acquisition Consolidated Fund (1800) for conducted energy devices, accessories and supplies for the Houston Police Department. This funding is budgeted in the FY2025 Capital Improvement Plan Budget approved by City Council.

Taser Devices and Accessories WBS: G-EQ0006 \$2.5M

Conducted energy devices and related accessories are vital devices available to police officers to provide protection of citizens and themselves from assailants. TASER® brand products are widely respected and routinely selected by law enforcement agencies due to their quality and dependability in service.

It is HPD's intention to work with the Strategic Purchasing Division on any purchases to ensure procurement rules are followed and will either purchase from existing contracts or return to City Council for additional approval.

FISCAL NOTE:

No significant Fiscal Operating impact is anticipated as a result of this project.

J. Noe Diaz, Jr.
Chief of Police

Amount and Source of Funding:

\$2,500,000.00
Equipment Acquisition Consolidated Fund
Fund 1800

Contact Information:

Sonja O'Dat, Executive Staff Analyst
Houston Police Department
(713) 308-1627

ATTACHMENTS:

Description

Signed RCA

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

Item Creation Date:

HPD FY25 - Appropriation of Funds for Conducted Energy Devices and Related Accessories

Agenda Item#: 22.

Background:

The Chief of Police for the Houston Police Department recommends that City Council approve an ORDINANCE to appropriate \$2,500,000.00 from the FY2025 Equipment Acquisition Consolidated Fund (1800) for conducted energy devices, accessories and supplies for the Houston Police Department. This funding is budgeted in the FY2025 Capital Improvement Plan Budget approved by City Council.


Taser Devices and Accessories WBS: G-EQ0006 \$2.5M

Conducted energy devices and related accessories are vital devices available to police officers to provide protection of citizens and themselves from assailants. TASER® brand products are widely respected and routinely selected by law enforcement agencies due to their quality and dependability in service.

It is HPD's intention to work with the Strategic Purchasing Division on any purchases to ensure procurement rules are followed and will either purchase from existing contracts or return to City Council for additional approval.

FISCAL NOTE:

No significant Fiscal Operating impact is anticipated as a result of this project.

DS
RS
Signed by:

DB6C71815BA04FB...
J. Noe Diaz, Jr.
Chief of Police

Amount and Source of Funding:

\$2,500,000.00
Equipment Acquisition Consolidated Fund
Fund 1800

Contact Information:

Sonja O'Dat, Executive Staff Analyst
Houston Police Department
(713) 308-1627



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District C

Item Creation Date: 12/11/2024

PLN - Special Minimum Lot Size Block Renewal Application
No. 96 (800-1100 blocks of Arlington Street, east and west
sides, between E. 8th and E. 12th Streets)

Agenda Item#: 38.

Summary:

ORDINANCE renewing the establishment of the east and west sides of the 800-1100 Blocks of Arlington Street, between E. 8th and E. 12th Streets within the City of Houston, Texas as a Special Minimum Lot Size Block pursuant to the Code of Ordinances, Houston Texas - **DISTRICT C - KAMIN**

Background:

In accordance with Section 42-197 of the Code of Ordinances, the property owner of the 1123 Arlington Street, Lot 7, Block 198, in the Houston Heights Subdivision, initiated an application to renew a Special Minimum Lot Size Block (SMLSB). The Planning and Development Department mailed notifications to all property owners indicating that the SMLSB renewal application had been submitted. The notification further stated that a written protest must be filed with the Planning and Development Department within thirty days of mailing. In accordance with the Code, since no protest was filed, no action was required by the Houston Planning Commission to submit the application to the City Council.

The neighborhood and lot size have remained unchanged since the original ordinance (2004-932) was passed in 2004.

The Planning and Development Department recommends that the City Council adopt an ordinance renewing a Special Minimum Lot Size of 6,600 square feet for the 800-1100 blocks of Arlington Street, east and west sides, between E. 8th and E. 12th Streets.

Vonn Tran
Director
Planning and Development Department

Prior Council Action:

Ordinance No. 2004-932; passed on September 8, 2004

Contact Information:

Anna Sedillo, Council Liaison

Phone: 832-393-6578

Bennie Chambers III, Planner II

Phone: 832-393-6636

ATTACHMENTS:**Description**

RCA

Map

Type

Signed Cover sheet

Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District C

Item Creation Date: 12/11/2024

PLN - Special Minimum Lot Size Block Renewal Application No. 96 (800-1100 blocks of
Arlington Street, east and west sides, between E. 8th and E. 12th Streets)

Agenda Item#: 4.

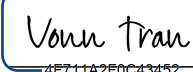
Background:

In accordance with Section 42-197 of the Code of Ordinances, the property owner of the 1123 Arlington Street, Lot 7, Block 198, in the Houston Heights Subdivision, initiated an application to renew a Special Minimum Lot Size Block (SMLSB). The Planning and Development Department mailed notifications to all property owners indicating that the SMLSB renewal application had been submitted. The notification further stated that a written protest must be filed with the Planning and Development Department within thirty days of mailing. In accordance with the Code, since no protest was filed, no action was required by the Houston Planning Commission to submit the application to the City Council.

The neighborhood and lot size have remained unchanged since the original ordinance (2004-932) was passed in 2004.

The Planning and Development Department recommends that the City Council adopt an ordinance renewing a Special Minimum Lot Size of 6,600 square feet for the 800-1100 blocks of Arlington Street, east and west sides, between E. 8th and E. 12th Streets.

Signed by:


4F711A2F0C43452...
Vonn Tran

Director

Planning and Development Department

Prior Council Action:

Ordinance No. 2004-932; passed on September 8, 2004

Contact Information:

Anna Sedillo, Council Liaison

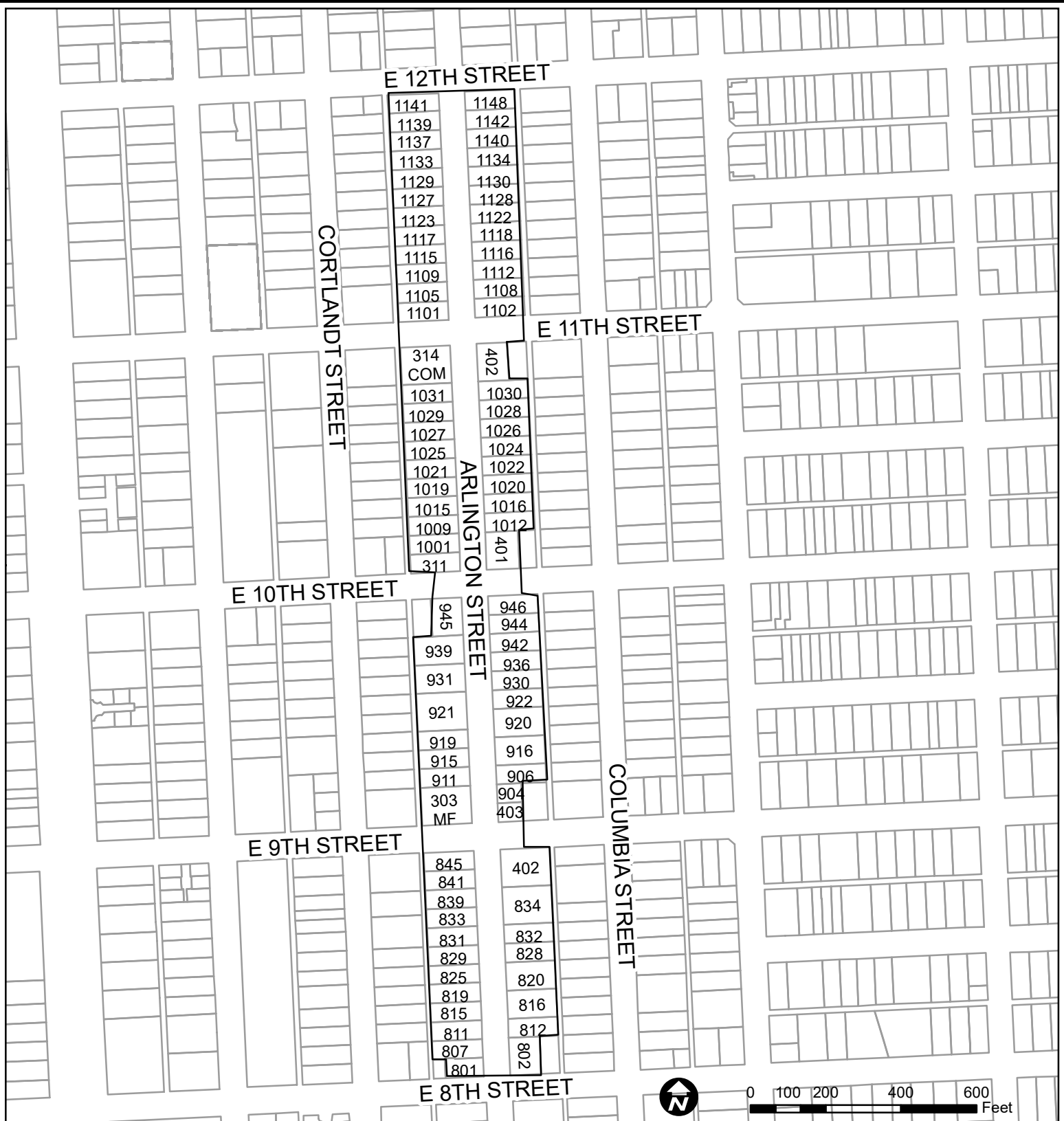
Phone: 832-393-6578

Bennie Chambers III, Planner II


Phone: 832-393-6636

ATTACHMENTS:

Description	Type
Map	Backup Material



Special Minimum Lot Size Renewal
800-1100 blocks of Arlington Street, east and west sides,
between E. 8th and E. 12th Streets
6,600 Square Feet

 Special Minimum Lot Size Boundary

All properties within the application area are single family unless noted as such:

MF Multi Family
 COM Commercial
 VAC Vacant
 EXC Excluded

Source: Harris County Appraisal District
 Date: August 6, 2024
 Reference: MLS 96REN

This map is made available for reference purposes only and should not be substituted for a survey product. The City of Houston will not accept liability of any kind in conjunction with its use.



**PLANNING &
 DEVELOPMENT
 DEPARTMENT**



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District I

Item Creation Date: 12/12/2024

HPW – 20INA154 Amended and Restated Interlocal
Agreement for Improvements to Mosley Road

Agenda Item#: 39.

Summary:

ORDINANCE appropriating \$49,500.00 out of Metro Projects Construction DDSRF; approving and authorizing Amended and Restated Interlocal Agreement for improvements to Mosley Road by and among City of Houston, Texas **GULFGATE REDEVELOPMENT AUTHORITY**, and **HOBBY AREA DISTRICT**; providing funding for CIP Cost Recovery relating to construction of Public Improvements Financed by the Metro Projects Construction DDSRF - **DISTRICT I - MARTINEZ**

Background:

SUBJECT: Amended and Restated Interlocal Agreement between the City of Houston (City), Gulfgate Redevelopment Authority (Authority), and Hobby Area District (District) for Improvements to Mosley Road.

RECOMMENDATION: It is recommended that City Council adopt an ordinance approving and authorizing an Amended and Restated Interlocal Agreement between the City of Houston (City), Gulfgate Redevelopment Authority (Authority), and Hobby Area District (District) for Improvements to Mosley Road and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Chapter 791 of the Texas Government Code and Chapter 311 of the Texas Tax Code program. The City, the Authority, and the District hereby agree to the terms and conditions of this agreement.

DESCRIPTION: The project consists of paving improvements which include pavement rehabilitation of the existing asphalt roads, construction of concrete sidewalks and wheelchair ramps along Mosley Road from Scranton Street to Airport Boulevard.

PREVIOUS HISTORY AND SCOPE: City Council adopted Ordinance No. 2022-0008, on January 5, 2022, approving Interlocal Agreement between the City, Authority, and District for Mosley Road Street Improvements. Under this agreement, the improvements consisted of asphalt overlay, curb improvements, and the replacement of inlets at Mosley Road between Interstate Highway 45 and Scranton Street.

City Council adopted Ordinance No. 2023-0619, on August 2, 2023, approving an Interlocal Agreement for Mosley Road Pavement Rehabilitation, Stormwater, and Drinking Water Systems

Improvements. Under this agreement, the City allocated funds in the amount of \$383,447.50 for the construction of the improvements to the drinking water system component of the project, which constituted half of the proposed cost for this project on Mosley Road between Gulf Freeway and Scranton Street.

City Council adopted Ordinance No. 2024-0011, on January 10, 2024, approving the First Amendment to Interlocal Agreement for Mosley Road Pavement Rehabilitation, Stormwater, and Drinking Water Systems Improvements.

LOCATION: The project area is generally bound by Tallyho Road on the north, Gulf Freeway on the east, Scranton Street on the south and Monroe Road on the west.

SCOPE OF THE AGREEMENT AND FEE: The Parties now desire to amend and restate the prior Agreements for the purpose of consolidating the provisions of the prior Agreements into this Agreement and amending other matters as set forth herein.

Under this Amendment, the City agrees to contribute an additional \$45,000.00 for construction of paving improvements. The Authority agrees that such funds must be expended solely for paving improvements and for no other purpose. The total amount to be paid by the City to the Authority for the City's portion of the total project cost shall not exceed a total cumulative amount of \$428,447.50. The City will maintain Mosley Road upon completion of the project.

The total requested appropriation of \$49,500.00 is to be appropriated as follows: \$45,000.00 for cost of the project and \$4,500.00 for CIP Cost Recovery.

The Project cost has been allocated at the request of Council District I as part of the Council District Service Fund program. The allocation from the CDSF program will not be used to pay for CIP Cost Recovery.

FISCAL NOTE: No significant Fiscal Operating Impact is anticipated as a result of this project.

Randall V. Macchi, JD
Director, Houston Public Works

WBS No(s). N-T08000-0004-7

Prior Council Action:

Ordinance 2022 - 0008, dated 01-05-2022

Ordinance 2023 – 0619, dated 08-02-2023

Ordinance 2024 – 0011, dated 01-10-2024

Amount and Source of Funding:

\$49,500.00 - Fund No. 4040 – METRO Projects Construction – DDSRF

Previous appropriation of \$402,619.88 - Fund No. 8500 – HPW – Water and Sewer System Consolidated Construction

Contact Information:

<u>Name</u>	<u>Service Line</u>	<u>Contact Number</u>
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Michael Wahl, P.E., PTOE, Deputy Director	HPW-Construction	832.395.2443

ATTACHMENTS:**Description**

Signed Coversheet
Map

Type

Signed Cover sheet
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

District I

Item Creation Date: 12/12/2024

HPW – 20INA154 Amended and Restated Interlocal Agreement for Improvements to Mosley Road

Agenda Item#:

Background:

SUBJECT: Amended and Restated Interlocal Agreement between the City of Houston (City), Gulfgate Redevelopment Authority (Authority), and Hobby Area District (District) for Improvements to Mosley Road.

RECOMMENDATION: It is recommended that City Council adopt an ordinance approving and authorizing an Amended and Restated Interlocal Agreement between the City of Houston (City), Gulfgate Redevelopment Authority (Authority), and Hobby Area District (District) for Improvements to Mosley Road and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Chapter 791 of the Texas Government Code and Chapter 311 of the Texas Tax Code program. The City, the Authority, and the District hereby agree to the terms and conditions of this agreement.

DESCRIPTION: The project consists of paving improvements which include pavement rehabilitation of the existing asphalt roads, construction of concrete sidewalks and wheelchair ramps along Mosley Road from Scranton Street to Airport Boulevard.

PREVIOUS HISTORY AND SCOPE: City Council adopted Ordinance No. 2022-0008, on January 5, 2022, approving Interlocal Agreement between the City, Authority, and District for Mosley Road Street Improvements. Under this agreement, the improvements consisted of asphalt overlay, curb improvements, and the replacement of inlets at Mosley Road between Interstate Highway 45 and Scranton Street.

City Council adopted Ordinance No. 2023-0619, on August 2, 2023, approving an Interlocal Agreement for Mosley Road Pavement Rehabilitation, Stormwater, and Drinking Water Systems Improvements. Under this agreement, the City allocated funds in the amount of \$383,447.50 for the construction of the improvements to the drinking water system component of the project, which constituted half of the proposed cost for this project on Mosley Road between Gulf Freeway and Scranton Street.

City Council adopted Ordinance No. 2024-0011, on January 10, 2024, approving the First Amendment to Interlocal Agreement for Mosley Road Pavement Rehabilitation, Stormwater, and Drinking Water Systems Improvements.

LOCATION: The project area is generally bound by Tallyho Road on the north, Gulf Freeway on the east, Scranton Street on the south and Monroe Road on the west.

SCOPE OF THE AGREEMENT AND FEE: The Parties now desire to amend and restate the prior Agreements for the purpose of consolidating the provisions of the prior Agreements into this Agreement and amending other matters as set forth herein.

Under this Amendment, the City agrees to contribute an additional \$45,000.00 for construction of paving improvements. The Authority agrees that such funds must be expended solely for paving improvements and for no other purpose. The total amount to be paid by the City to the Authority for the City's portion of the total project cost shall not exceed a total cumulative amount of \$428,447.50. The City will maintain Mosley Road upon completion of the project.

The total requested appropriation of \$49,500.00 is to be appropriated as follows: \$45,000.00 for cost of the project and \$4,500.00 for CIP Cost Recovery.

The Project cost has been allocated at the request of Council District I as part of the Council District Service Fund program. The allocation from the CDSF program will not be used to pay for CIP Cost Recovery.

FISCAL NOTE: No significant Fiscal Operating Impact is anticipated as a result of this project.

DocuSigned by:

A handwritten signature in blue ink, appearing to read "Randall V. Macchi", is written over a blue line.

5/5/2025

BE463EF0DF454EB...

Randall V. Macchi, JD
Director, Houston Public Works

WBS No(s). N-T08000-0004-7

Prior Council Action:

Ordinance 2022 - 0008, dated 01-05-2022
Ordinance 2023 – 0619, dated 08-02-2023
Ordinance 2024 – 0011, dated 01-10-2024

Amount and Source of Funding:

\$49,500.00 - Fund No. 4040 – METRO Projects Construction – DDSRF

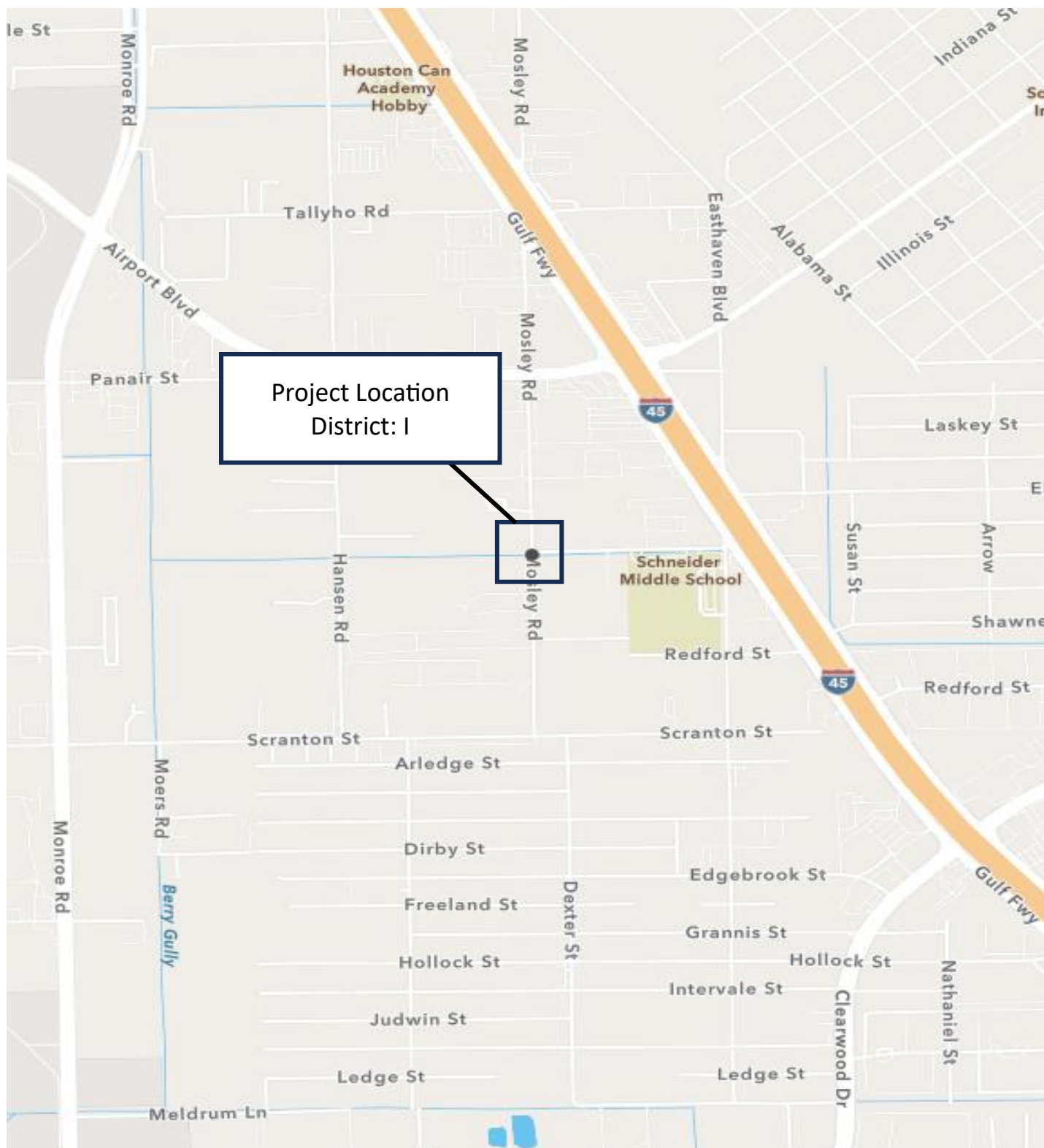
Previous appropriation of \$402,619.88 - Fund No. 8500 – HPW – Water and Sewer System Consolidated Construction

Contact Information:

<u>Name</u>	<u>Service Line</u>	<u>Contact Number</u>
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Michael Wahl, P.E., PTOE, Deputy Director	HPW-Construction	832.395.2443

ATTACHMENTS:

Description	Type
SAP Documents	Financial Information
Map	Backup Material
Prior Council Action	Backup Material



GULFGATE REDEVELOPMENT AUTHORITY

Mosley Road Pavement Rehabilitation and Improvements Project

Interlocal Agreement

WBS No(s): N-322017-0038-7

District: I



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District A, District D, District G

Item Creation Date:

HPW - 20FMS119 Disaster Recovery Reallocation Program

Agenda Item#: 40.

Summary:

ORDINANCE approving and authorizing submission of Grant Application to the **TEXAS GENERAL LAND OFFICE** for a **Disaster Recovery Reallocation Program (DRRP) Grant**; to support Pine Shadows Flood and Drainage Improvements and Intersection and Signal Reconstruction; declaring the City's eligibility for such Grants; authorizing the Director of Houston Public Works or Director's Designee to act as the City's representative in the Grant Application Process, to accept such Grant Funds, if awarded, and to apply for and accept all subsequent awards, if any pertaining to the Grant program - **DISTRICTS A - PECK; D - EVANS-SHABAZZ and G - HUFFMAN**

Background:

RECOMMENDATION:

Approve an ordinance to submit grant applications to the Texas General Land Office (TGLO) for the Disaster Recovery Reallocation Program (DRRP); declaring the City's eligibility for such grants; authorizing the Director of Houston Public Works or Director's designee to act as signatory on the grant applications.

SPECIFIC EXPLANATION:

The Disaster Recovery Reallocation Program (DRRP) is designed to make use of de-obligated and unutilized Community Development Block Grant for Disaster Recovery (CDBG-DR) funds. This program aims to provide communities with substantial unmet needs an opportunity to access these remaining funds. The funds are allocated through the U.S. Department of Housing and Urban Development (HUD) and must comply with federally mandated deadlines and policies. Houston Public Works prepared applications for funding consideration of the projects listed below.

Pine Shadows Flood and Drainage Improvements (Dist. G). The proposed paving and drainage project will install new and replace the existing stormwater system to reduce the risk of street and structural flooding on Sage Rd, Pine Shadows Dr, and other residential streets within the Pine Shadows Subdivision.

Intersection and Signal Reconstruction (Dist. A & D). The proposed projects are part of a City-wide Traffic Signal Program facilitated through Houston Public Works to construct upgraded traffic signal facilities at four intersections. Locations selected in this program are prioritized by community requests and age of existing infrastructure or to address identified traffic safety issues

or maintenance concerns. The intersections are as follows:

- Beamer & Fuqua
- Silber & Westview
- Alabonson Rd / Woodsman Trail & N Houston Rosslyn Rd
- Fuqua & Sabo

The table below identifies the requested funding amounts, City of Houston shares, and the total project costs for each project. If awarded, grant agreement approval and appropriation of the local share will be requested at a later date.

Project	Funding Request	Estimated Local Match	Projected Total Cost
Pine Shadows	\$9,000,000.00	\$1,000,000.00	\$10,000,000.00
Intersection and Signal Reconstruction	\$2,000,000.00	\$200,000.00	\$2,200,000.00
Total	\$11,000,000.00	\$1,200,000.00	\$12,200,000.00

FISCAL NOTE:

No significant fiscal operating impact is anticipated as a result of this project.

No fiscal note is required on grant items.

Randall V. Macchi, JD
Director, Houston Public Works

Amount and Source of Funding:

\$11,000,000.00 Fed/Local/State Pass Fund (5030)

\$1,000,000.00 Dedicated Drainage and Street Renewal Capital Fund - Ad Valorem Tax - Fund 4046 (**Future Appropriation**)

\$200,000.00 Dedicated Drainage and Street Renewal Capital Fund - Drainage Charge - Fund 4042 (**Future Appropriation**)

Contact Information:

Name	Service Line	Contact Line
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
David Wurdlow, Sr. Assistant Director	HPW – Financial Management Services	832.395.2054

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ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:
District A, District D, District G
Item Creation Date:

HPW - 20FMS119 Disaster Recovery Reallocation Program

Agenda Item#:

Background:

RECOMMENDATION:

Approve an ordinance to submit grant applications to the Texas General Land Office (TGLO) for the Disaster Recovery Reallocation Program (DRRP); declaring the City's eligibility for such grants; authorizing the Director of Houston Public Works or Director's designee to act as signatory on the grant applications.

SPECIFIC EXPLANATION:

The Disaster Recovery Reallocation Program (DRRP) is designed to make use of de-obligated and unutilized Community Development Block Grant for Disaster Recovery (CDBG-DR) funds. This program aims to provide communities with substantial unmet needs an opportunity to access these remaining funds. The funds are allocated through the U.S. Department of Housing and Urban Development (HUD) and must comply with federally mandated deadlines and policies. Houston Public Works prepared applications for funding consideration of the projects listed below.

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The table below identifies the requested funding amounts, City of Houston shares, and the total project costs for each project. If awarded, grant agreement approval and appropriation of the local share will be requested at a later date.

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Pine Shadows	\$9,000,000.00	\$1,000,000.00	\$10,000,000.00
Intersection and Signal Reconstruction	\$2,000,000.00	\$200,000.00	\$2,200,000.00
Total	\$11,000,000.00	\$1,200,000.00	\$12,200,000.00

FISCAL NOTE:

No significant fiscal operating impact is anticipated as a result of this project.

No fiscal note is required on grant items.

DocuSigned by:

5/8/2025

BE463EF0DF454EB...

Randall V. Macchi, JD
Director, Houston Public Works

Amount and Source of Funding:

\$11,000,000.00 Fed/Local/State Pass Fund (5030)
\$1,000,000.00 Dedicated Drainage and Street Renewal Capital Fund - Ad Valorem Tax - Fund 4046 **(Future Appropriation)**
\$200,000.00 Dedicated Drainage and Street Renewal Capital Fund - Drainage Charge - Fund 4042 **(Future Appropriation)**

Contact Information:

Name	Service Line	Contact Line
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
David Wurdlow, Sr. Assistant Director	HPW – Financial Management Services	832.395.2054

ATTACHMENTS:

Description	Type
City Finance Approval of RCA	Backup Material
Pine Shadows Narrative	Backup Material
Intersection and Signal Reconstruction Narrative	Backup Material
DRRP Submission Form	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 11/7/2024

HPW - 20PMO150 PES / IEA, Inc.

Agenda Item#: 41.

Summary:

ORDINANCE appropriating \$550,000.00 out of Metro Projects Construction DDSRF; approving and authorizing Professional Engineering Services Contract between City of Houston and **IEA, INC** for FY24 Street Rehabilitation Design Projects Contract #3; providing funding for CIP Cost Recovery financed by the Metro Projects Construction DDSRF

Background:

SUBJECT: Professional Engineering Services Contract between the City of Houston and IEA, Inc. for FY24 Street Rehabilitation Design Projects Contract #3.

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with IEA, Inc. for FY24 Street Rehabilitation Design Project Contract #3, and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Street Rehabilitation program and is needed to meet City of Houston design and safety standards and improve streets.

DESCRIPTION/SCOPE: This contract will provide engineering services to Houston Public Works for Street Rehabilitation. Engineering Services may include topographic survey, data collection, agency coordination, geotechnical investigations, ADA pedestrian element evaluations and recommendations, field pavement assessments, construction and treatment plan preparation, cost estimation, and construction phase services, as requested. The proposed Street Rehabilitation will be designed and constructed in compliance with City of Houston Infrastructure Design Manual, Texas Manual of Uniform Traffic Control Devices, Americans with Disability Act and Texas Accessibility Standards. Projects will be assigned on a work order basis.

LOCATION: The projects are located throughout the City of Houston.

SCOPE OF CONTRACT AND FEE: This contract will provide:

- Existing condition surveys on selected street segments and produce street base maps.
 - Identify drainage and base failures and provide possible solutions within COH latest edition standards.
 - Identify potential landscape and utilities encroachments.
 - Identify COH right-of-way and provide boundary surveys when right-of-way acquisition is required.
- Design required geometric improvements to roadway facilities, design ADA compliant pedestrian realm facilities.
- Develop construction documents for required street segments, prepare plans, special specifications, general notes, COH typical drawings, quantity take offs and construction estimates as requested.

as requested.

The total requested appropriation is \$550,000.00 to be appropriated as follows: \$500,000.00 for contract services and \$50,000.00 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The standard M/WBE goal set for the project is 29.00%. The Consultant has proposed a 29.00% MWBE plan.

	<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1.	IEA, Inc.	Engineering Services	\$70,000.00	14.00%
2.	InduSri Consulting, LLC	Engineering Services	\$20,000.00	4.00%
3.	KUO & Associates, Inc.	Surveying Services	\$25,000.00	5.00%
4.	SP Engineering, Inc.	Engineering Support Services	<u>\$30,000.00</u>	<u>6.00%</u>
		TOTAL	\$145,000.00	29.00%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

Randall V. Macchi, J.D.
Director, Houston Public Works

WBS No N-321040-0115-3

Amount and Source of Funding:

\$550,000.00- Fund No. 4040 - METRO Projects Construction DDSRF

Contact Information:

Name	Service Line	Contract No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Michael Wahl, P.E., PTOE, Deputy Director	HPW-Construction	832.395.2443

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 11/7/2024

HPW - 20PMO150 PES / IEA, Inc.

Agenda Item#:

Background:

SUBJECT: Professional Engineering Services Contract between the City of Houston and IEA, Inc. for FY24 Street Rehabilitation Design Projects Contract #3.

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with IEA, Inc. for FY24 Street Rehabilitation Design Project Contract #3, and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Street Rehabilitation program and is needed to meet City of Houston design and safety standards and improve streets.

DESCRIPTION/SCOPE: This contract will provide engineering services to Houston Public Works for Street Rehabilitation. Engineering Services may include topographic survey, data collection, agency coordination, geotechnical investigations, ADA pedestrian element evaluations and recommendations, field pavement assessments, construction and treatment plan preparation, cost estimation, and construction phase services, as requested. The proposed Street Rehabilitation will be designed and constructed in compliance with City of Houston Infrastructure Design Manual, Texas Manual of Uniform Traffic Control Devices, Americans with Disability Act and Texas Accessibility Standards. Projects will be assigned on a work order basis.

LOCATION: The projects are located throughout the City of Houston.

SCOPE OF CONTRACT AND FEE: This contract will provide:

- Existing condition surveys on selected street segments and produce street base maps.
- Identify drainage and base failures and provide possible solutions within COH latest edition standards.
- Identify potential landscape and utilities encroachments.
- Identify COH right-of-way and provide boundary surveys when right-of-way acquisition is required. Design required geometric improvements to roadway facilities, design ADA compliant pedestrian realm facilities.
- Develop construction documents for required street segments, prepare plans, special specifications, general notes, COH typical drawings, quantity take offs and construction estimates as requested.


The total requested appropriation is \$550,000.00 to be appropriated as follows: \$500,000.00 for contract services and \$50,000.00 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The standard M/WBE goal set for the project is 29.00%. The Consultant has proposed a 29.00% MWBE plan.

	<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1.	IEA, Inc.	Engineering Services	\$70,000.00	14.00%
2.	InduSri Consulting, LLC	Engineering Services	\$20,000.00	4.00%
3.	KUO & Associates, Inc.	Surveying Services	\$25,000.00	5.00%
4.	SP Engineering, Inc.	Engineering Support Services	\$30,000.00	6.00%
		TOTAL	\$145,000.00	29.00%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

DocuSigned by:

5/5/2025
BE463EEF00E454EB
Randall V. Macchi, J.D.
Director, Houston Public Works

WBS No N-321040-0115-3

Amount and Source of Funding:
\$550,000.00- Fund No. 4040 - METRO Projects Construction DDSRF

Contact Information:

Name	Service Line	Contract No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Michael Wahl, P.E., PTOE, Deputy Director	HPW-Construction	832.395.2443

ATTACHMENTS:

Description	Type
SAP Documents	Financial Information
Map	Backup Material
Pay or Play (POP 1-3)	Backup Material
Form B	Backup Material
OBO Documents	Backup Material
Form 1295	Backup Material
Ownership Information Form and Tax Report	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District I, District K

Item Creation Date: 1/28/2025

HPW – 20FAC2545 PES / CP&Y, Inc. dba STV
Infrastructure

Agenda Item#: 42.

Summary:

ORDINANCE appropriating \$3,554,671.05 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Professional Engineering Services Contract between City of Houston and **CP&Y, INC dba STV INFRASTRUCTURE** for Lift Station Hazard Mitigation and Improvement Projects (Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine LS, Minnesota LS, Kirby Drive #3 LS); providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund - **DISTRICTS I - MARTINEZ and K - CASTEX-TATUM**

Background:

SUBJECT: Professional Engineering Services Contract between the City and CP&Y, Inc. dba STV Infrastructure for Lift Station Hazard Mitigation and Improvement Projects (Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine LS, Minnesota LS, Kirby Drive #3 LS).

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with CP&Y, Inc. dba STV Infrastructure for Lift Station Hazard Mitigation and Improvement Projects (Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine LS, Minnesota LS, Kirby Drive #3 LS) and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the City's ongoing program to replace/upgrade lift stations. The existing wastewater lift stations have pumps that do not meet the required capacity of the stations during peak flow events, structural components in poor conditions, and unreliable electrical control systems that do not meet current standards.

The work to be performed under this contract award is necessary to maintain compliance with Houston's wastewater consent decree with the EPA and TCEQ.

This contract adheres to Federal guidelines, as the City may seek FEMA reimbursement.

DESCRIPTION/SCOPE: This project consists of the design of electrical, mechanical, structure, process, and piping improvements at various lift stations throughout the City.

LOCATION:

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PROJECT NAME	LOCATION	COUNCIL DISTRICT
Mississippi Lift Station	245 Mississippi Street	I
Berkley Lift Station	2518 Berkley Street	I
Hunterwood M.U.D Lift Station	6230 South Lake Houston Parkway	I
Ballantine Lift Station	10590 Ballantine Street	I
Minnesota Lift Station	9555 Minnesota Street	I
Kirby Drive #3 Lift Station	9103 Kirby Drive	K

SCOPE OF CONTRACT AND FEE: Under the scope of the Contract, the Consultant will perform Phase I - Preliminary Design, Phase II – Final Design, Phase III - Construction Phase Services and Additional Services. Basic Services Fee for Phase I is based on cost of time and materials with a not-to-exceed agreed upon amount. The Basic Services fees for Phase II and Phase III are based on a negotiated lump sum amount. The total Basic Services appropriation is \$2,700,482.00.

The Contract also includes certain Additional Services to be paid either as a lump sum or on a reimbursable basis. The total Additional Services appropriation is \$684,919.00.

The negotiated maximum for Phase I Services is \$499,784.00.

The total cost of this project is \$3,554,671.05 to be appropriated as follows: \$3,385,401.00 for Contract services and \$169,270.05 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The standard M/WBE goal set for the project is 26.00%. The Consultant has proposed a 26.66% MWBE plan to meet the goal.

<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1. Kalluri Group, Inc.	Engineering Services	\$530,940.80	15.68%
2. Azcarate & Associates Consulting Engineers, LLC	Mechanical Engineering Services	\$ 30,240.00	0.89%
3. Amani Engineering, Inc.	Land Surveying Services	\$198,340.00	5.86%
4. Associated Testing Laboratories, Inc.	Testing Laboratories	\$138,040.00	4.08%
5. B&E Reprographics, Inc.	Reprographic Services	<u>\$ 5,000.00</u>	<u>0.15%</u>
	TOTAL	\$902,560.80	26.66%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. R-000267-0184-3

Amount and Source of Funding:

\$3,554,671.05 from Fund No. 8500 – Water and Sewer System Consolidated Construction

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos E. Mengesha P.E., CCM, Assistant Director	HPW, Capital Projects	832.395.2365

ATTACHMENTS:

Description

Signed Coversheet
Maps

Type

Signed Cover sheet
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:
District I, District K
Item Creation Date: 1/28/2025

HPW – 20FAC2545 PES / CP&Y, Inc. dba STV Infrastructure

Agenda Item#:

Background:

SUBJECT: Professional Engineering Services Contract between the City and CP&Y, Inc. dba STV Infrastructure for Lift Station Hazard Mitigation and Improvement Projects (Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine LS, Minnesota LS, Kirby Drive #3 LS).

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with CP&Y, Inc. dba STV Infrastructure for Lift Station Hazard Mitigation and Improvement Projects (Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine LS, Minnesota LS, Kirby Drive #3 LS) and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the City's ongoing program to replace/upgrade lift stations. The existing wastewater lift stations have pumps that do not meet the required capacity of the stations during peak flow events, structural components in poor conditions, and unreliable electrical control systems that do not meet current standards.

The work to be performed under this contract award is necessary to maintain compliance with Houston's wastewater consent decree with the EPA and TCEQ.

This contract adheres to Federal guidelines, as the City may seek FEMA reimbursement.

DESCRIPTION/SCOPE: This project consists of the design of electrical, mechanical, structure, process, and piping improvements at various lift stations throughout the City.

LOCATION:

PROJECT NAME	LOCATION	COUNCIL DISTRICT
Mississippi Lift Station	245 Mississippi Street	I
Berkley Lift Station	2518 Berkley Street	I
Hunterwood M.U.D Lift Station	6230 South Lake Houston Parkway	I
Ballantine Lift Station	10590 Ballantine Street	I
Minnesota Lift Station	9555 Minnesota Street	I
Kirby Drive #3 Lift Station	9103 Kirby Drive	K

SCOPE OF CONTRACT AND FEE: Under the scope of the Contract, the Consultant will perform Phase I - Preliminary Design, Phase II – Final Design, Phase III - Construction Phase Services and Additional Services. Basic Services Fee for Phase I is based on cost of time and materials with a not-to-exceed agreed upon amount. The Basic Services fees for Phase II and Phase III are based on a negotiated lump sum amount. The total Basic Services appropriation is \$2,700,482.00.

The Contract also includes certain Additional Services to be paid either as a lump sum or on a reimbursable basis. The total Additional Services appropriation is \$684,919.00.

The negotiated maximum for Phase I Services is \$499,784.00.

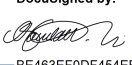
The total cost of this project is \$3,554,671.05 to be appropriated as follows: \$3,385,401.00 for Contract services and \$169,270.05 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The standard M/WBE goal set for the project is 26.00%. The Consultant has proposed a 26.66% MWBE plan to meet the goal.

<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1. Kalluri Group, Inc.	Engineering Services	\$530,940.80	15.68%
2. Azcarate & Associates Consulting Engineers, LLC	Mechanical Engineering Services	\$ 30,240.00	0.89%
3. Amani Engineering, Inc.	Land Surveying Services	\$198,340.00	5.86%
4. Associated Testing Laboratories, Inc.	Testing Laboratories	\$138,040.00	4.08%
5. B&E Reprographics, Inc.	Reprographic Services	\$ 5,000.00	0.15%
TOTAL		\$902,560.80	26.66%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

DocuSigned by:

5/1/2025
BE463EE0DE454EB
Randall V. Macchi, JD
Director, Houston Public Works

WBS No. R-000267-0184-3

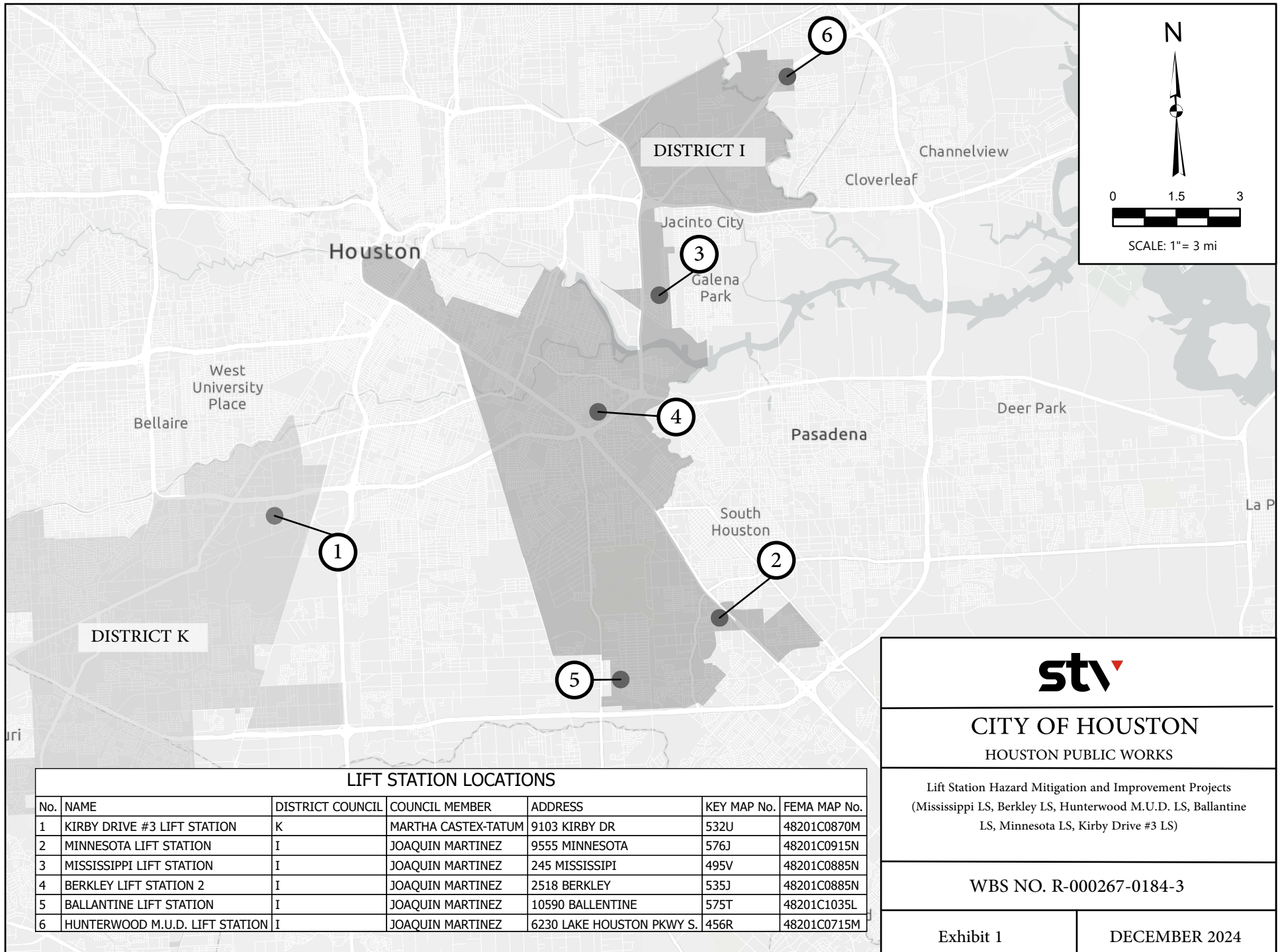
Amount and Source of Funding:
\$3,554,671.05 from Fund No. 8500 – Water and Sewer System Consolidated Construction

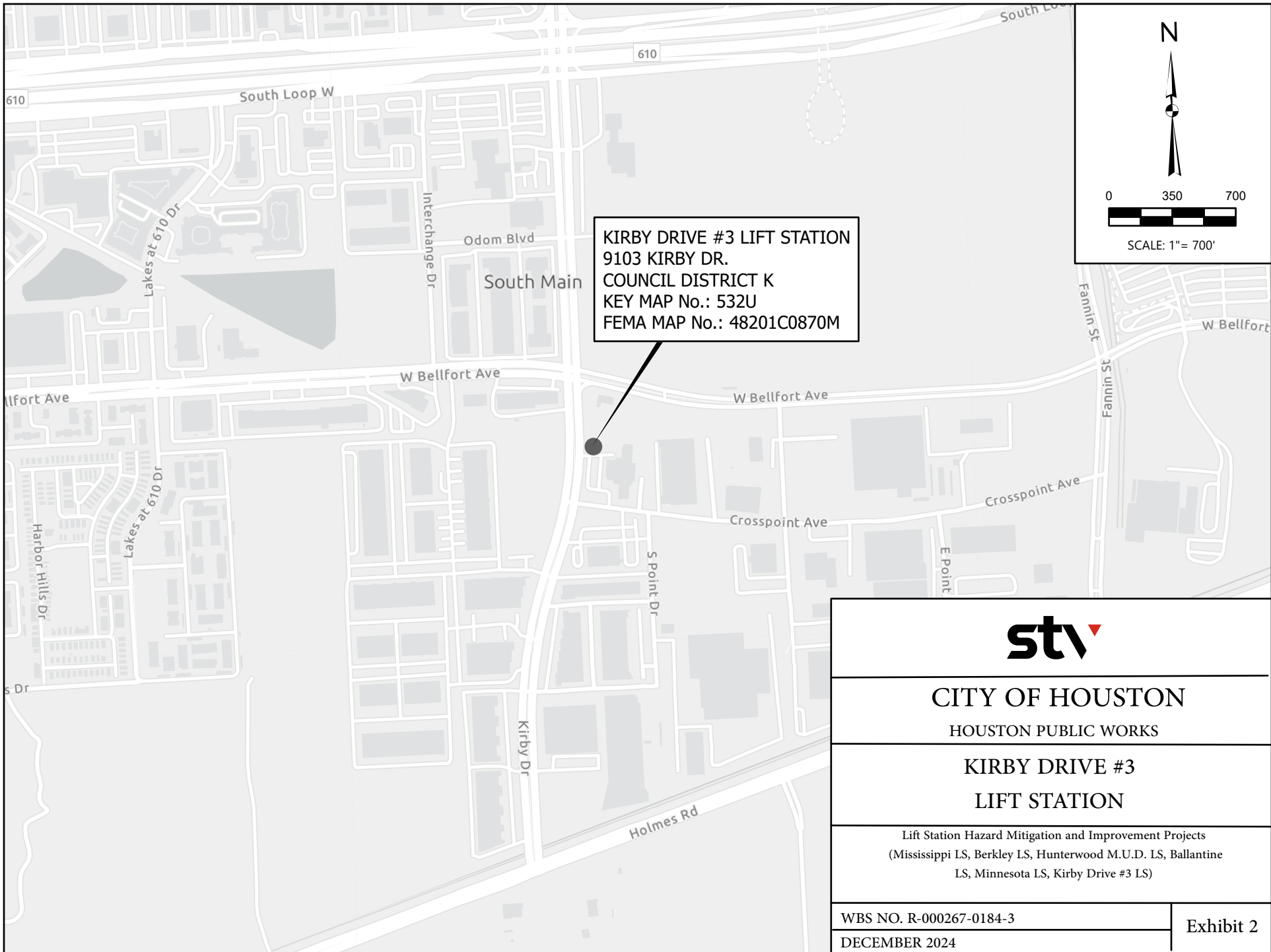
Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos E. Mengesha P.E., CCM,Assistant Director	HPW, Capital Projects	832.395.2365

ATTACHMENTS:

Description	Type
SAP Documents	Financial Information
Maps	Backup Material
OBO Documents	Backup Material
Form B	Backup Material
Ownership Information Form & Tax Report	Backup Material
Pay or Play	Backup Material
Form 1295	Backup Material





CITY OF HOUSTON

HOUSTON PUBLIC WORKS

KIRBY DRIVE #3

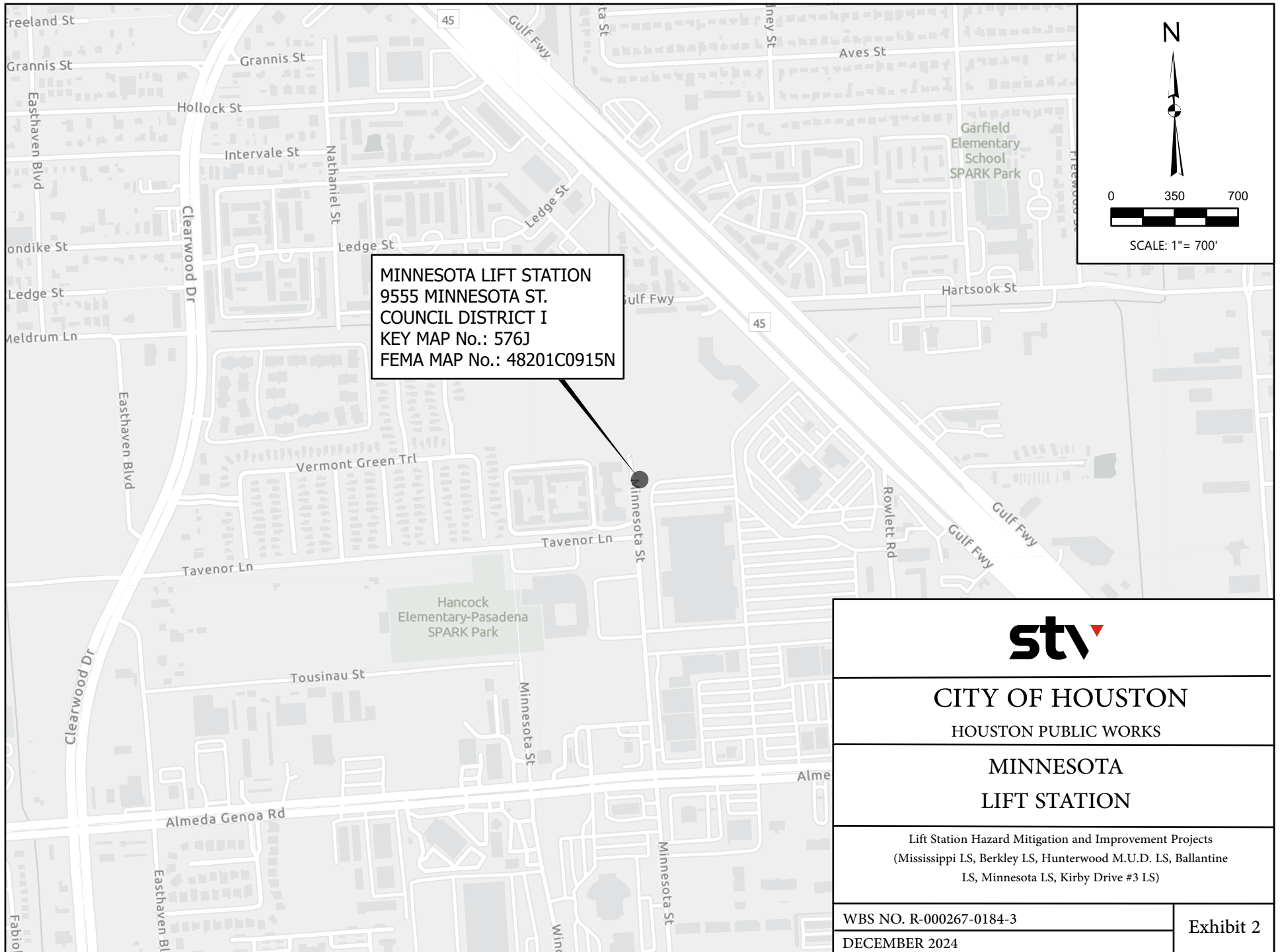
LIFT STATION

Lift Station Hazard Mitigation and Improvement Projects
(Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine
LS, Minnesota LS, Kirby Drive #3 LS)

WBS NO. R-000267-0184-3

DECEMBER 2024

Exhibit 2



CITY OF HOUSTON

HOUSTON PUBLIC WORKS

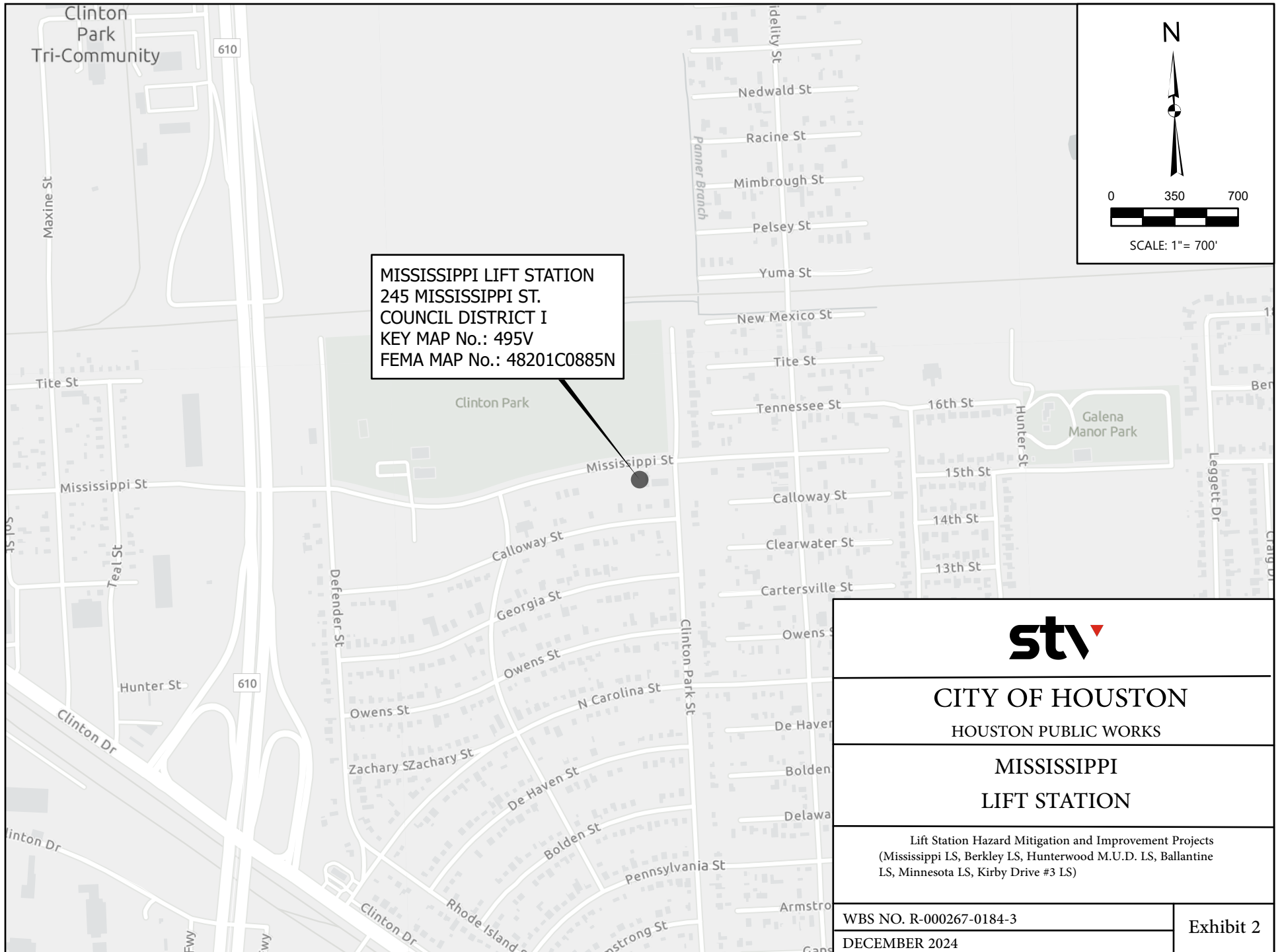
MINNESOTA LIFT STATION

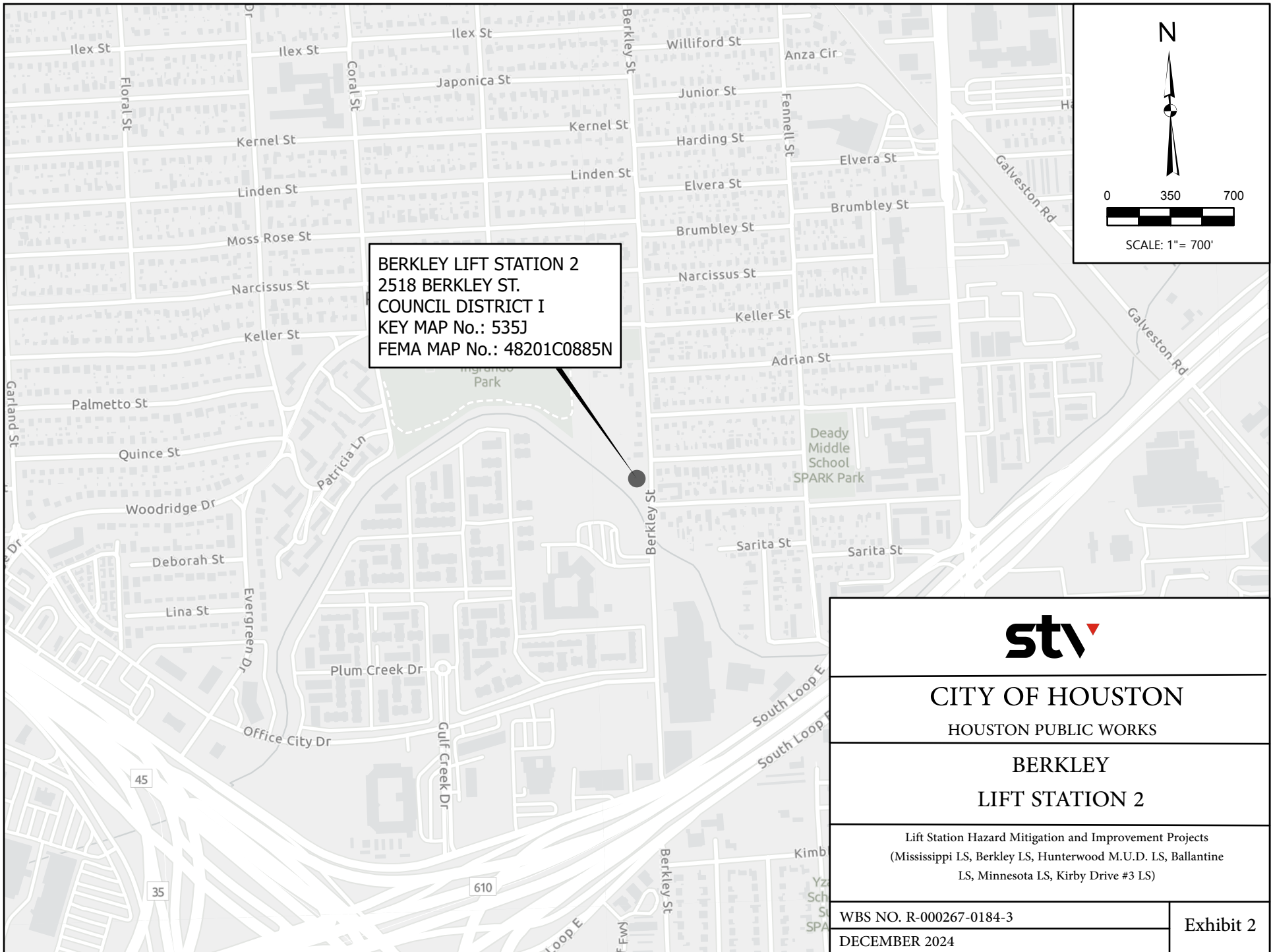
Lift Station Hazard Mitigation and Improvement Projects
(Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine
LS, Minnesota LS, Kirby Drive #3 LS)

WBS NO. R-000267-0184-3

DECEMBER 2024

Exhibit 2





BERKLEY LIFT STATION 2
2518 BERKLEY ST.
COUNCIL DISTRICT I
KEY MAP No.: 535J
FEMA MAP No.: 48201C0885N



CITY OF HOUSTON

HOUSTON PUBLIC WORKS

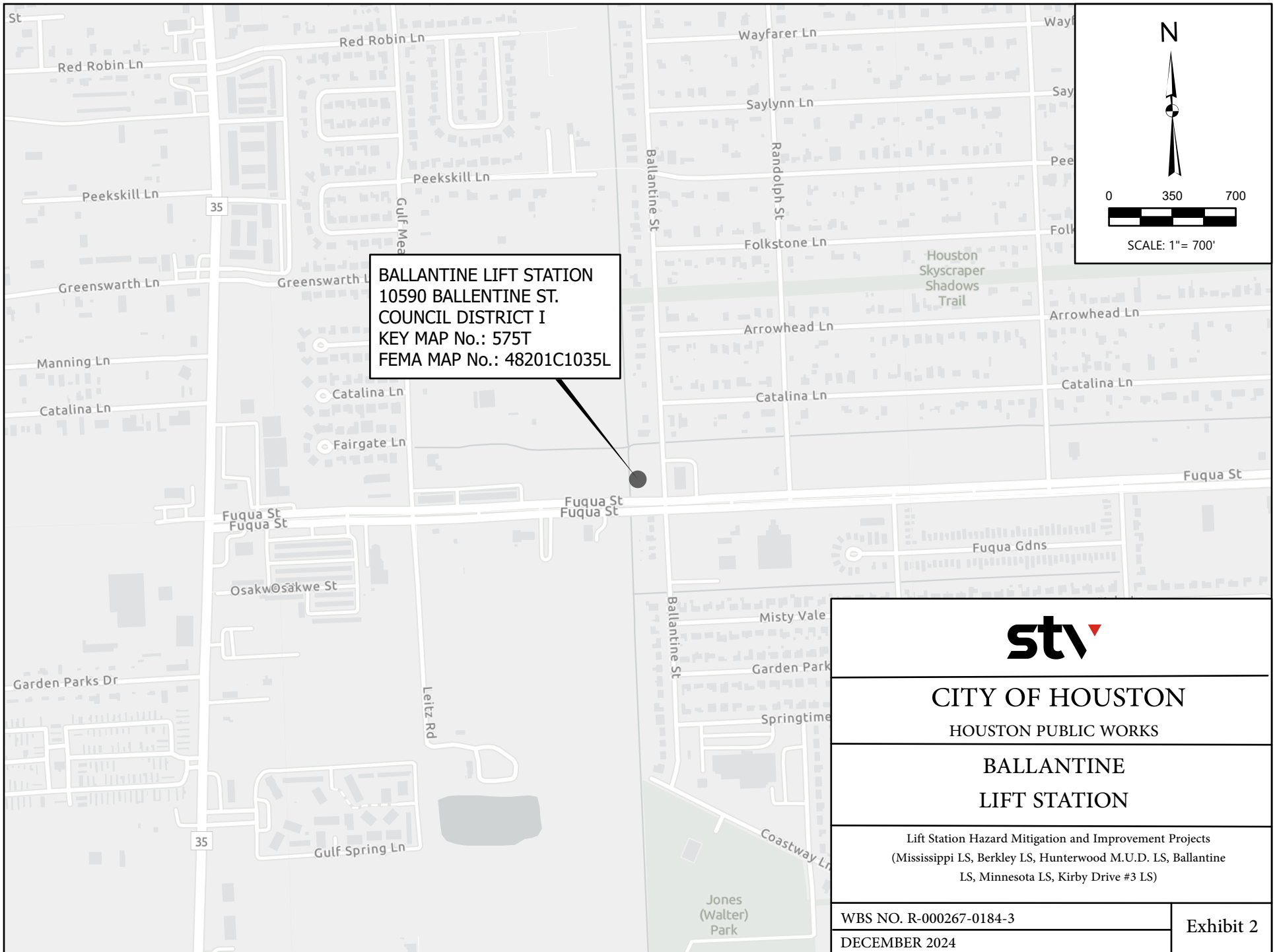
BERKLEY LIFT STATION 2

Lift Station Hazard Mitigation and Improvement Projects
(Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine
LS, Minnesota LS, Kirby Drive #3 LS)

WBS NO. R-000267-0184-3

DECEMBER 2024

Exhibit 2



BALLANTINE LIFT STATION
10590 BALLENTINE ST.
COUNCIL DISTRICT I
KEY MAP No.: 575T
FEMA MAP No.: 48201C1035L



CITY OF HOUSTON

HOUSTON PUBLIC WORKS

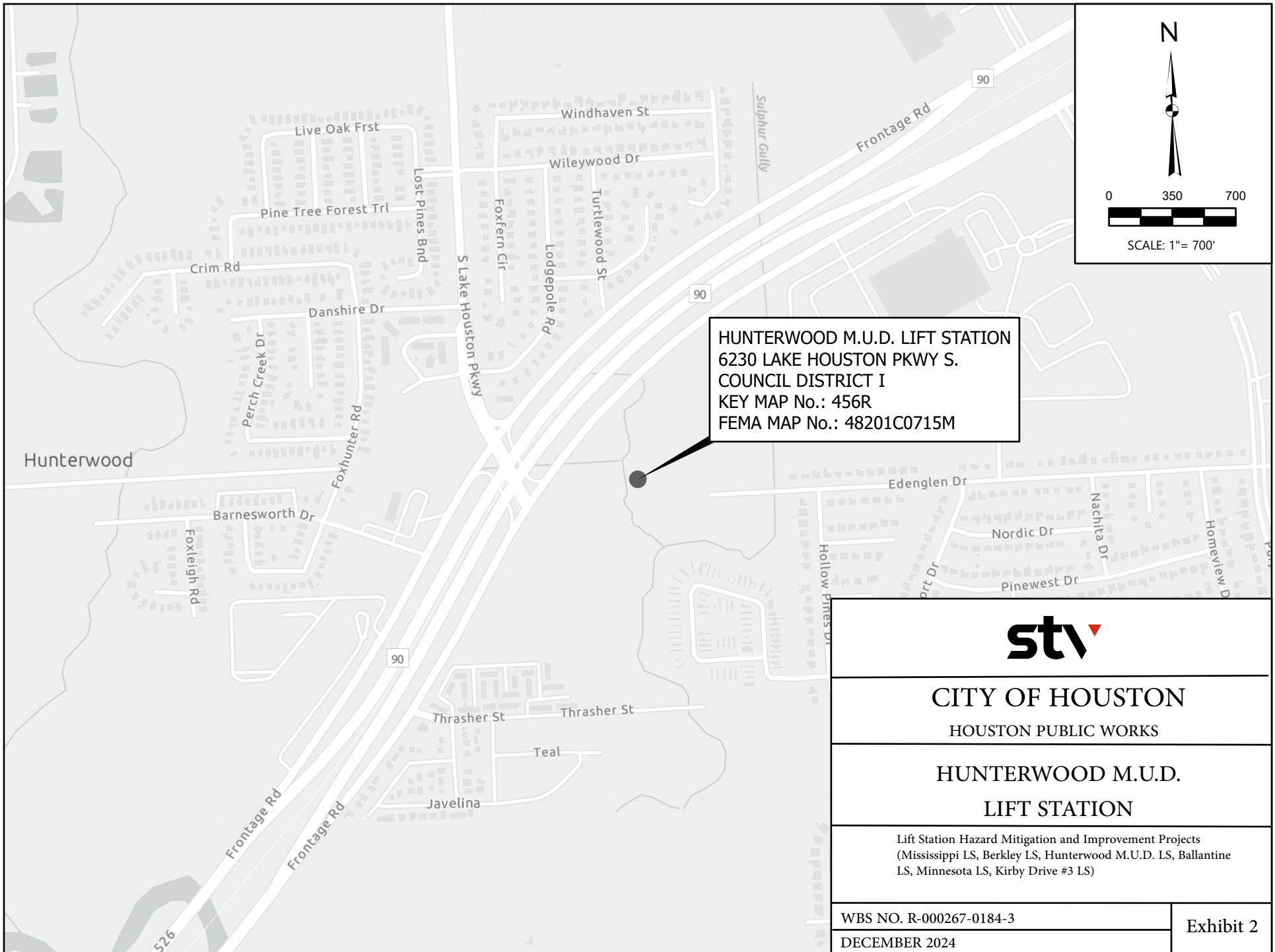
BALLANTINE LIFT STATION

Lift Station Hazard Mitigation and Improvement Projects
(Mississippi LS, Berkley LS, Hunterwood M.U.D. LS, Ballantine
LS, Minnesota LS, Kirby Drive #3 LS)

WBS NO. R-000267-0184-3

DECEMBER 2024

Exhibit 2





CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District A, District G

Item Creation Date: 2/5/2025

HPW - 20FAC2546 PES / HR Green, Inc

Agenda Item#: 43.

Summary:

ORDINANCE appropriating \$3,022,233.38 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Professional Engineering Services Contract between City of Houston and **HR GREEN, INC** for Lift Station Hazard Mitigation and Improvement Projects (Old Stone Trail Lift Station, Tanya Circle Lift Station, M.U.D #175-2 Lift Station, Memorial Drive #5 Lift Station, Fleetwood Lift Station, Addicks Lift Station, and Woodway #2 Lift Station); providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund - **DISTRICTS A - PECK and G - HUFFMAN**

Background:

SUBJECT: Professional Engineering Services Contract between the City and HR Green, Inc for Lift Station Hazard Mitigation and Improvement Projects (Old Stone Trail Lift Station, Tanya Circle Lift Station, M.U.D. #175-2 Lift Station, Memorial Drive #5 Lift Station, Fleetwood Lift Station, Addicks Lift Station, Woodway #2 Lift Station.)

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with HR Green, Inc for Lift Station Hazard Mitigation and Improvement Projects (Old Stone Trail Lift Station, Tanya Circle Lift Station, M.U.D. #175-2 Lift Station, Memorial Drive #5 Lift Station, Fleetwood Lift Station, Addicks Lift Station, Woodway #2 Lift Station) and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the City's ongoing program to rehabilitate, reconstruct, and design its wastewater lift station facilities.

The work to be performed under this contract award is necessary to maintain compliance with Houston's wastewater consent decree with the EPA and TCEQ.

This contract adheres to Federal guidelines, as the City may seek FEMA reimbursement.

DESCRIPTION/SCOPE: This project consists of the design of electrical, mechanical, structure, process, and piping improvements at various lift stations throughout the City.

LOCATION: The project locations are:

PROJECT NAME	LOCATION	COUNCIL DISTRICT
Old Stone Trail Lift Station	15531 Old Stone Trail	G
Tanya Circle Lift Station	15726 Tanya Circle	G
M.U.D. #175-2 Lift Station	840 Hwy 6 South	G
Memorial Drive #5 Lift Station	15350 Memorial Drive	G
Fleetwood Lift Station	15702 1/2 Foxgate Court	G
Addicks Lift Station	13200 Old Katy Road	A

SCOPE OF CONTRACT AND FEE: Under the scope of the Contract, the Consultant will perform Phase I - Preliminary Design, Phase II – Final Design, Phase III - Construction Phase Services and Additional Services. Basic Services Fee for Phase I is based on cost of time and materials with a not-to-exceed agreed upon amount. The Basic Services fees for Phase II and Phase III are based on a negotiated lump sum amount. The total Basic Services appropriation is \$2,294,867.50.

The Contract also includes certain Additional Services to be paid either as a lump sum or on a reimbursable basis. The total Additional Services appropriation is \$583,450.00.

The negotiated maximum for Phase I Services is \$417,690.00.

The total cost of this project is \$3,022,233.38 to be appropriated as follows: \$2,878,317.50 for Contract services and \$143,915.88 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION:

The standard M/WBE goal set for the project is 26.00%. The Consultant has proposed a 28.10% M/WBE plan to meet the goal.

<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1. Fiveengineering, LLC	Engineering Consulting Services	\$167,000.00	5.80%
2. B&E Reprographics, Inc.	Reprographics Services	\$ 5,000.00	0.20%
3. HVJ Associates, Inc.	Engineering Services	\$ 97,500.00	3.40%
4. Kalluri Group, Inc.	Engineering Services	\$ 380,000.00	13.20%
5. United Engineers, Inc.	Land Surveying Services	<u>\$ 159,000.00</u>	<u>5.50%</u>
TOTAL		\$808,500.00	28.10%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. R-000267-0182-3

Amount and Source of Funding:

\$3,022,233.38 from Fund No. 8500 – Water and Sewer System Consolidated Construction

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos Mengesha P.E., Assistant Director	HPW- Facilities Delivery Line	832.395.2365

ATTACHMENTS:

Description

Signed Coversheet
Maps

Type

Signed Cover sheet
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:
District A, District G
Item Creation Date: 2/5/2025

HPW - 20FAC2546 PES / HR Green, Inc

Agenda Item#:

Background:

SUBJECT: Professional Engineering Services Contract between the City and HR Green, Inc for Lift Station Hazard Mitigation and Improvement Projects (Old Stone Trail Lift Station, Tanya Circle Lift Station, M.U.D. #175-2 Lift Station, Memorial Drive #5 Lift Station, Fleetwood Lift Station, Addicks Lift Station, Woodway #2 Lift Station.)

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with HR Green, Inc for Lift Station Hazard Mitigation and Improvement Projects (Old Stone Trail Lift Station, Tanya Circle Lift Station, M.U.D. #175-2 Lift Station, Memorial Drive #5 Lift Station, Fleetwood Lift Station, Addicks Lift Station, Woodway #2 Lift Station) and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the City's ongoing program to rehabilitate, reconstruct, and design its wastewater lift station facilities.

The work to be performed under this contract award is necessary to maintain compliance with Houston's wastewater consent decree with the EPA and TCEQ.

This contract adheres to Federal guidelines, as the City may seek FEMA reimbursement.

DESCRIPTION/SCOPE: This project consists of the design of electrical, mechanical, structure, process, and piping improvements at various lift stations throughout the City.

LOCATION: The project locations are:

PROJECT NAME	LOCATION	COUNCIL DISTRICT
Old Stone Trail Lift Station	15531 Old Stone Trail	G
Tanya Circle Lift Station	15726 Tanya Circle	G
M.U.D. #175-2 Lift Station	840 Hwy 6 South	G
Memorial Drive #5 Lift Station	15350 Memorial Drive	G
Fleetwood Lift Station	15702 1/2 Foxgate Court	G
Addicks Lift Station	13200 Old Katy Road	A
Woodway #2 Lift Station	7700 Woodway Drive	G

SCOPE OF CONTRACT AND FEE: Under the scope of the Contract, the Consultant will perform Phase I - Preliminary Design, Phase II – Final Design, Phase III - Construction Phase Services and Additional Services. Basic Services Fee for Phase I is based on cost of time and materials with a not-to-exceed agreed upon amount. The Basic Services fees for Phase II and Phase III are based on a negotiated lump sum amount. The total Basic Services appropriation is \$2,294,867.50.

The Contract also includes certain Additional Services to be paid either as a lump sum or on a reimbursable basis. The total Additional Services appropriation is \$583,450.00.

The negotiated maximum for Phase I Services is \$417,690.00.

The total cost of this project is \$3,022,233.38 to be appropriated as follows: \$2,878,317.50 for Contract services and \$143,915.88 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.


M/WBE PARTICIPATION:

The standard M/WBE goal set for the project is 26.00%. The Consultant has proposed a 28.10% MWBE plan to meet the goal.

Name of Firms	Work Description	Amount	% of Total Contract
1. Fiveengineering, LLC	Engineering Consulting Services	\$167,000.00	5.80%

2.	B&E Reprographics, Inc.	Reprographics Services	\$ 5,000.00	0.20%
3.	HVJ Associates, Inc.	Engineering Services	\$ 97,500.00	3.40%
4.	Kalluri Group, Inc.	Engineering Services	\$ 380,000.00	13.20%
5.	United Engineers, Inc.	Land Surveying Services	<u>\$ 159,000.00</u>	<u>5.50%</u>
TOTAL			\$808,500.00	28.10%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

DocuSigned by:
 5/5/2025
BE463EF0DF454EB...
Randall V. Macchi, JD
Director, Houston Public Works
WBS No. R-000267-0182-3

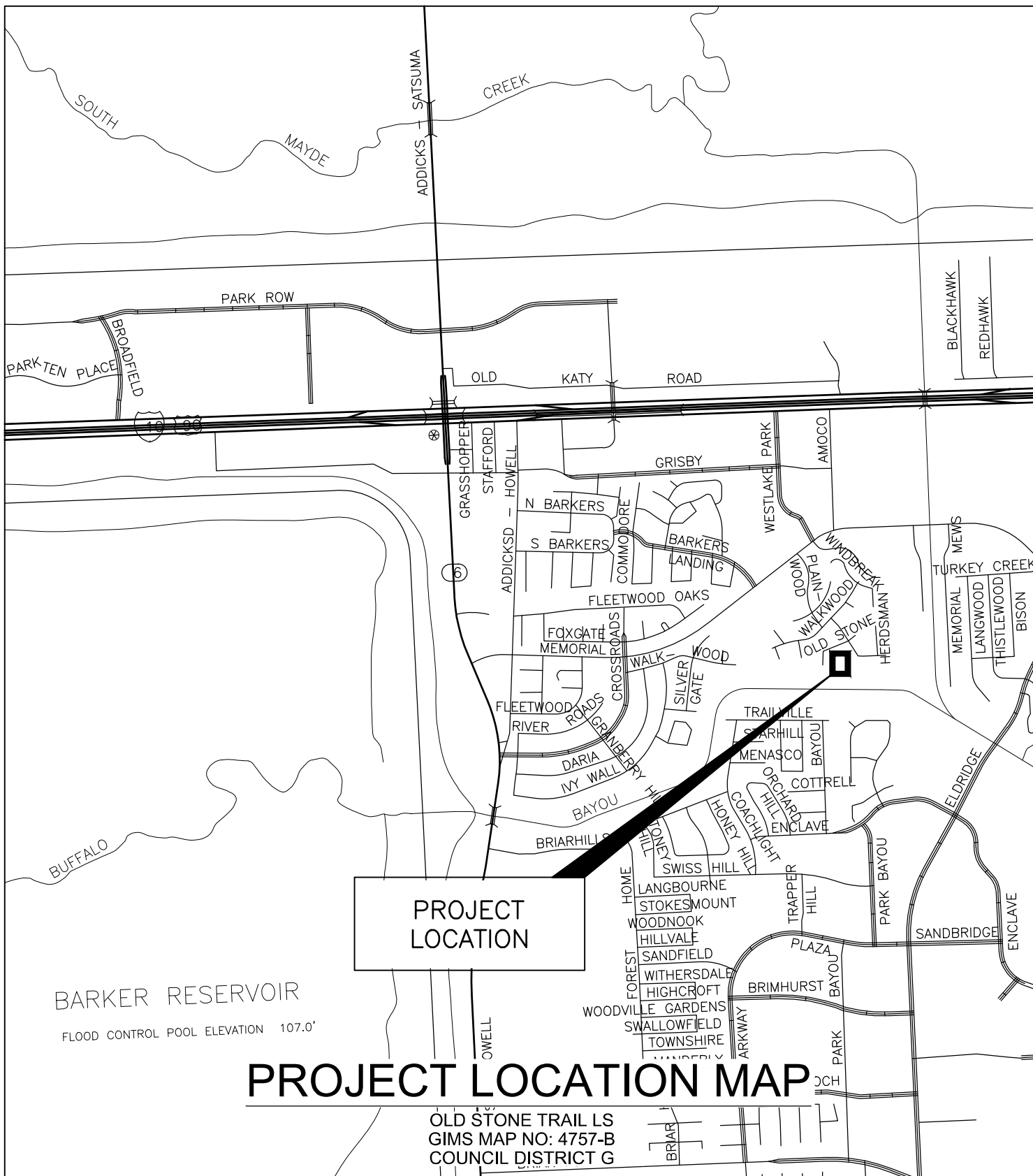
Amount and Source of Funding:
\$3,022,233.38 from Fund No. 8500 – Water and Sewer System Consolidated Construction

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos Mengesha P.E., Assistant Director	HPW- Facilities Delivery Line	832.395.2365

ATTACHMENTS:

Description	Type
SAP Documents	Financial Information
Maps	Backup Material
OBO Documents	Backup Material
Form B	Backup Material
Ownership Information & Tax Report	Backup Material
Pay or Play	Backup Material
Form 1295	Backup Material



BARKER RESERVOIR
FLOOD CONTROL POOL ELEVATION 107.0'

PROJECT LOCATION MAP

OLD STONE TRAIL LS
GIMS MAP NO: 4757-B
COUNCIL DISTRICT G



11011 RICHMOND AVE, SUITE 200
HOUSTON, TX 77042
(713) 965-9996
(713) 965-0044 FAX
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Firm No. F-11278

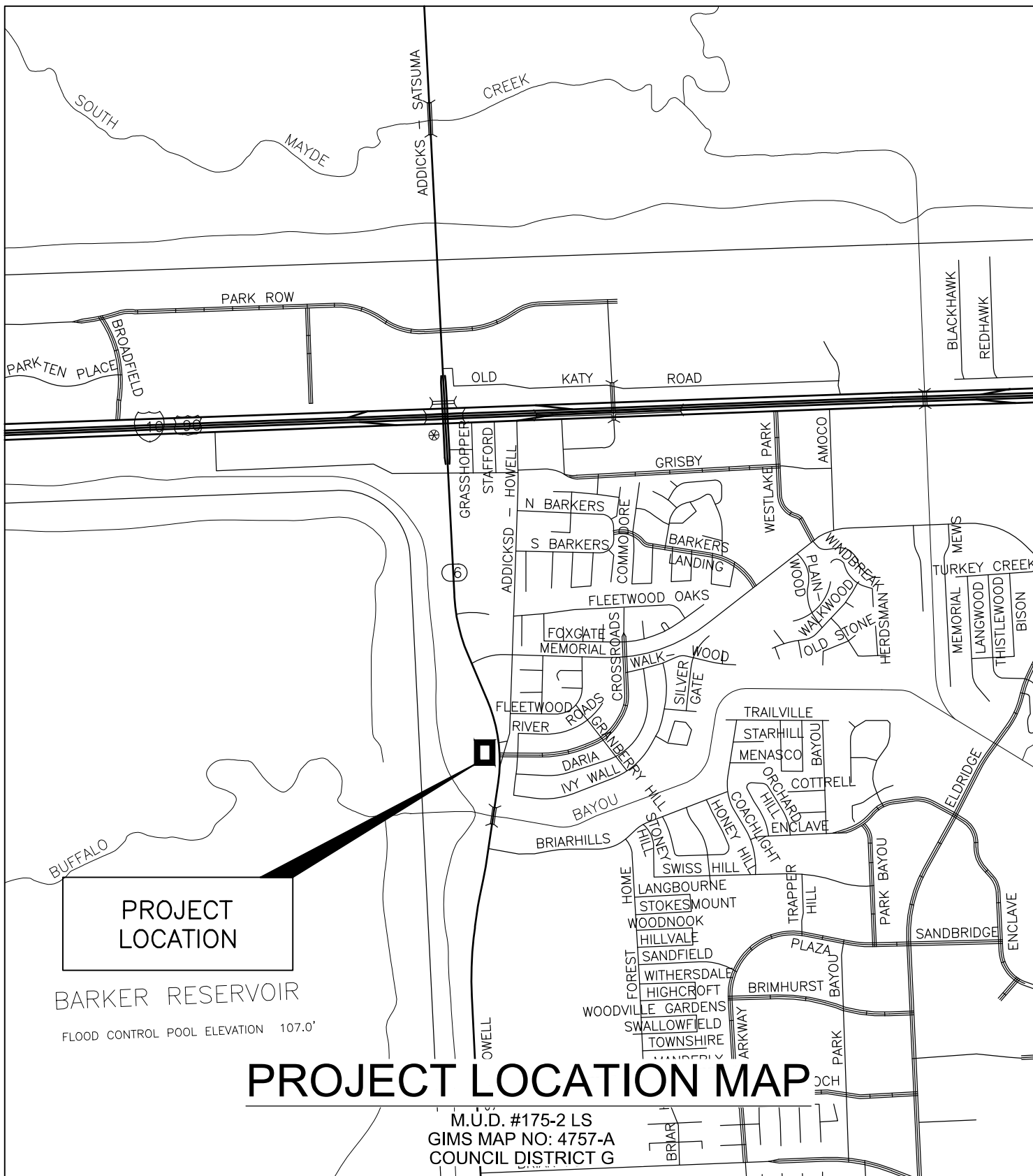
CITY OF HOUSTON

HOUSTON PUBLIC WORKS

LIFT STATION HAZARD MITIGATION AND IMPROVEMENT PROJECTS
FEMA - CD (OLD STONE TRAIL LS, TANYA CIRCLE LS, M.U.D. #175-2 LS,
MEMORIAL DR #5 LS, FLEETWOOD LS, ADDICKS LS, WOODWAY #2 LS)
WBS NO. R-000267-0182-3

DATE: OCTOBER 2024 SCALE: NTS

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LOCATION AND VICINITY MAPS\LOCATION & VIC MAP.dwg



PROJECT LOCATION MAP

M.U.D. #175-2 LS
GIMS MAP NO: 4757-A
COUNCIL DISTRICT G



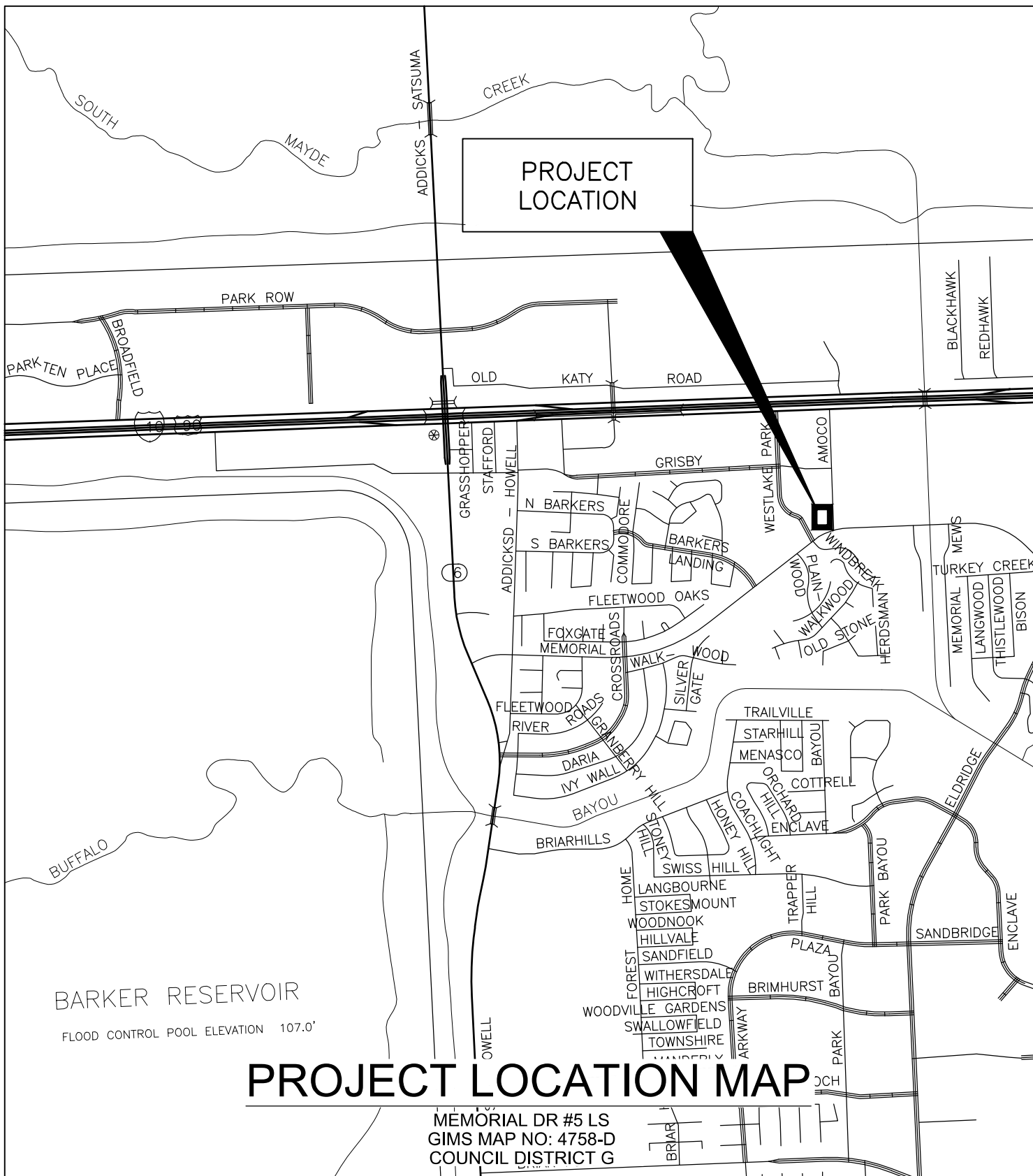
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CITY OF HOUSTON HOUSTON PUBLIC WORKS

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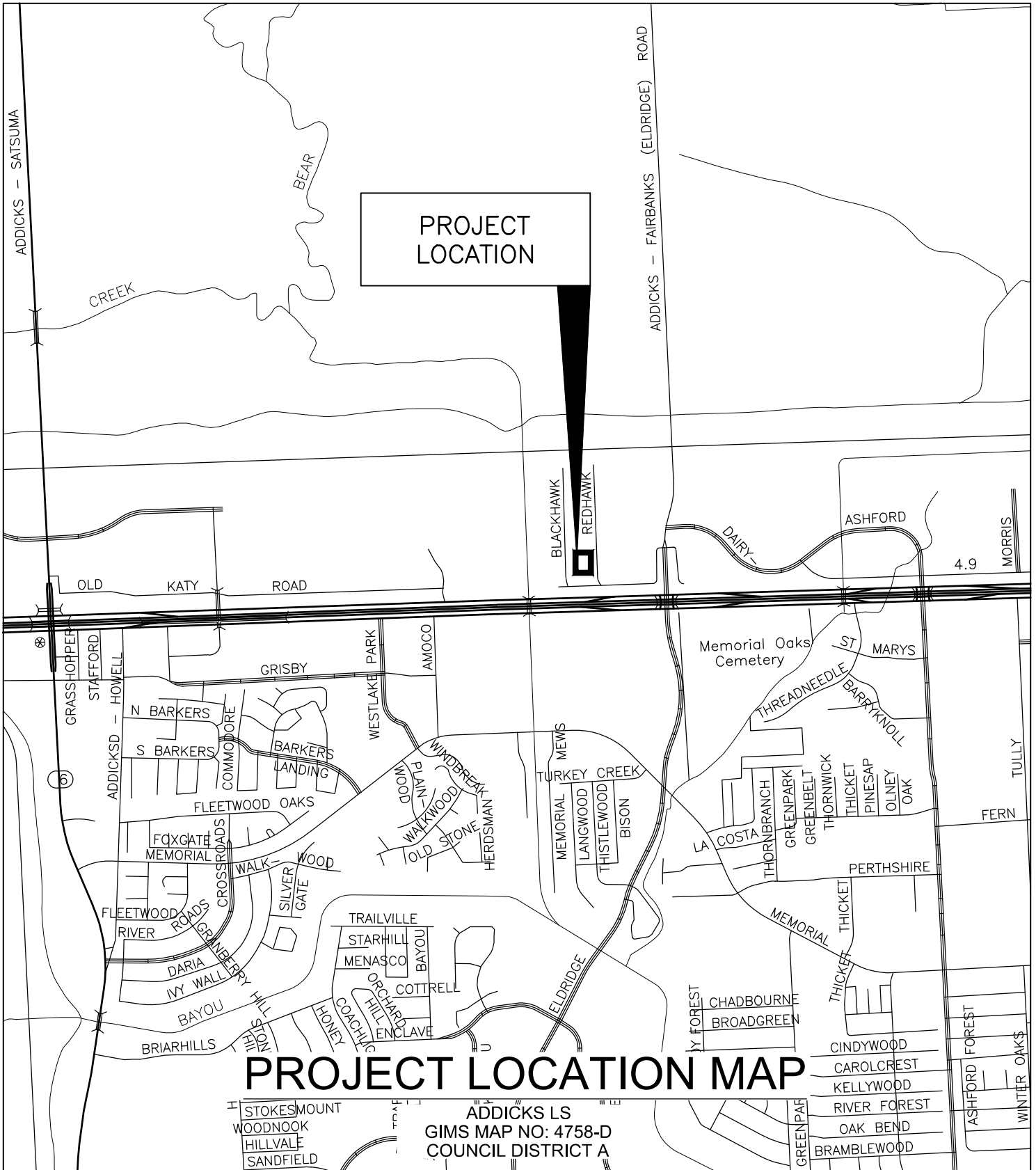
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PROJECT LOCATION MAP



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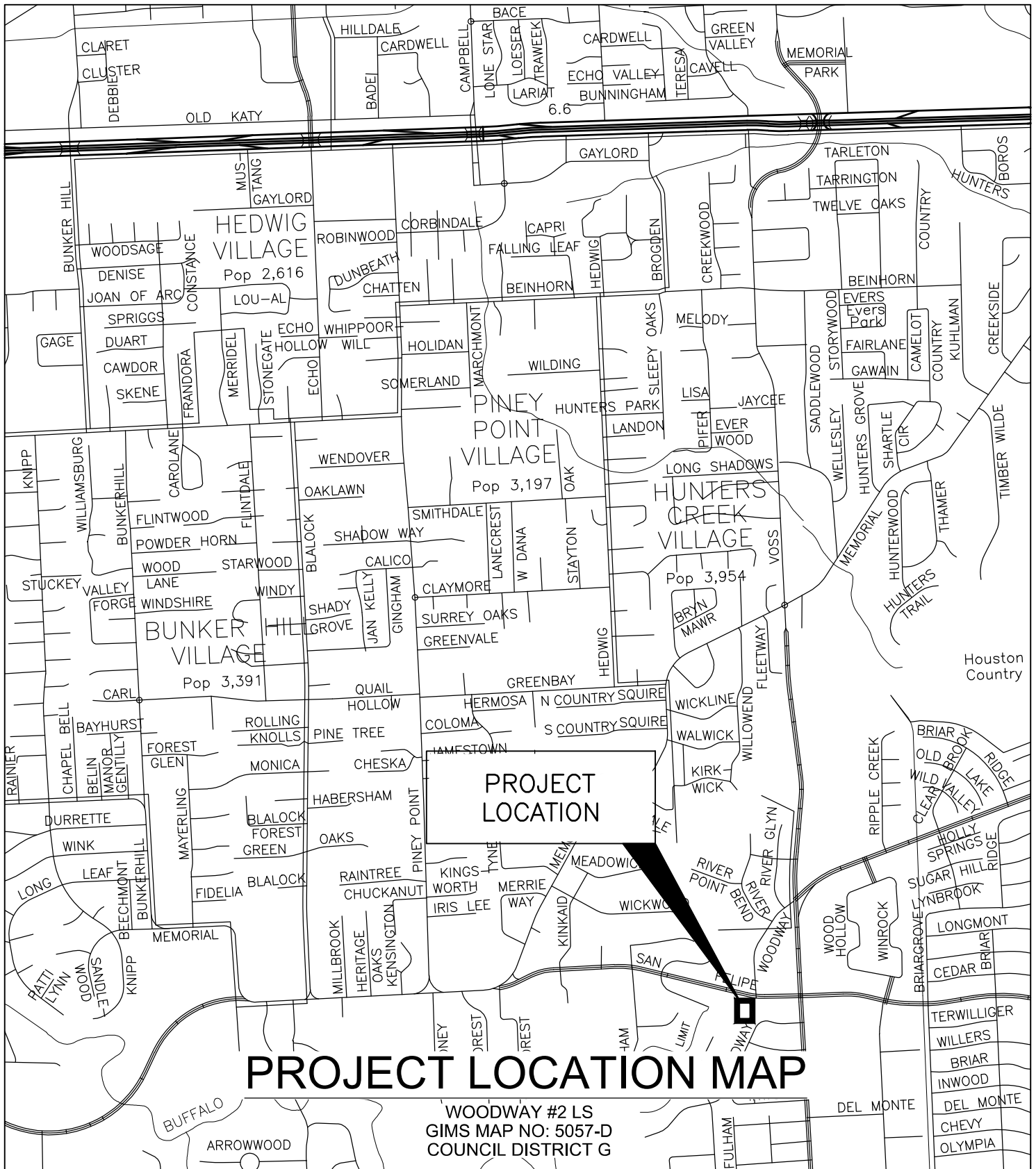
CITY OF HOUSTON

HOUSTON PUBLIC WORKS

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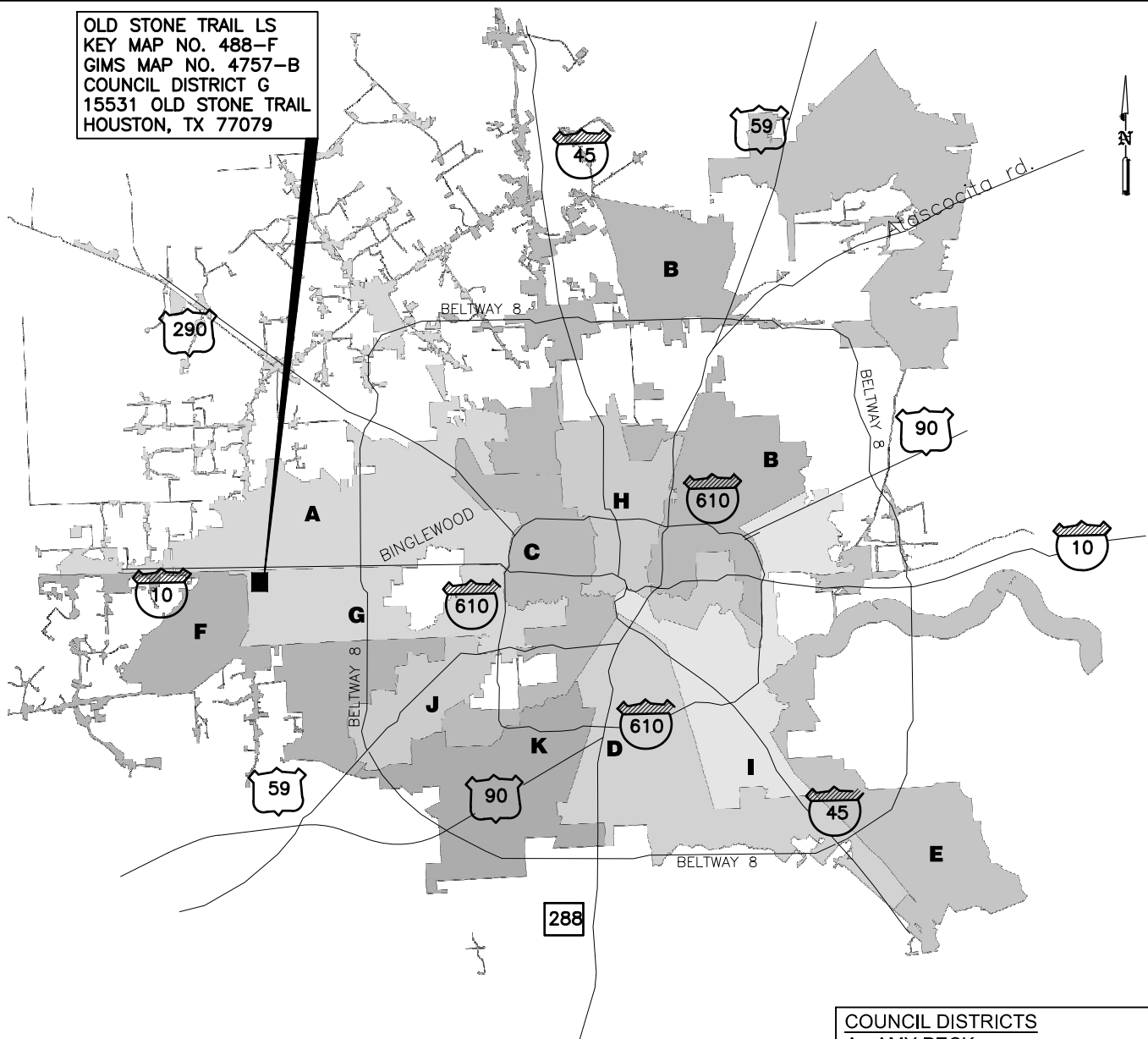
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CITY OF HOUSTON

HOUSTON PUBLIC WORKS

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MEMORIAL DR #5 LS, FLEETWOOD LS, ADDICKS LS, WOODWAY #2 LS)
WBS NO. R-000267-0182-3

OLD STONE TRAIL LS
KEY MAP NO. 488-F
GIMS MAP NO. 4757-B
COUNCIL DISTRICT G
15531 OLD STONE TRAIL
HOUSTON, TX 77079



VICINITY MAP

GIMS MAP NO: 4757-B

COUNCIL DISTRICTS

A - AMY PECK
B - TARSHA JACKSON
C - ABBIE KAMIN
D - CAROLYN EVANS-SHABAZZ
E - FRED FLICKINGER
F - TIFFANY THOMAS
G - MARY NAN HUFFMAN
H - MARIO CASTILLO JR.
I - JOAQUIN MARTINEZ
J - EDWARD POLLARD
K - MARTHA CASTEX-TATUM
AT LARGE 1 - JULIAN RAMIREZ
AT LARGE 2 - WILLIE DAVIS
AT LARGE 3 - TWILA CARTER
AT LARGE 4 - LETITIA PLUMMER
AT LARGE 5 - SALLIE ALCORN



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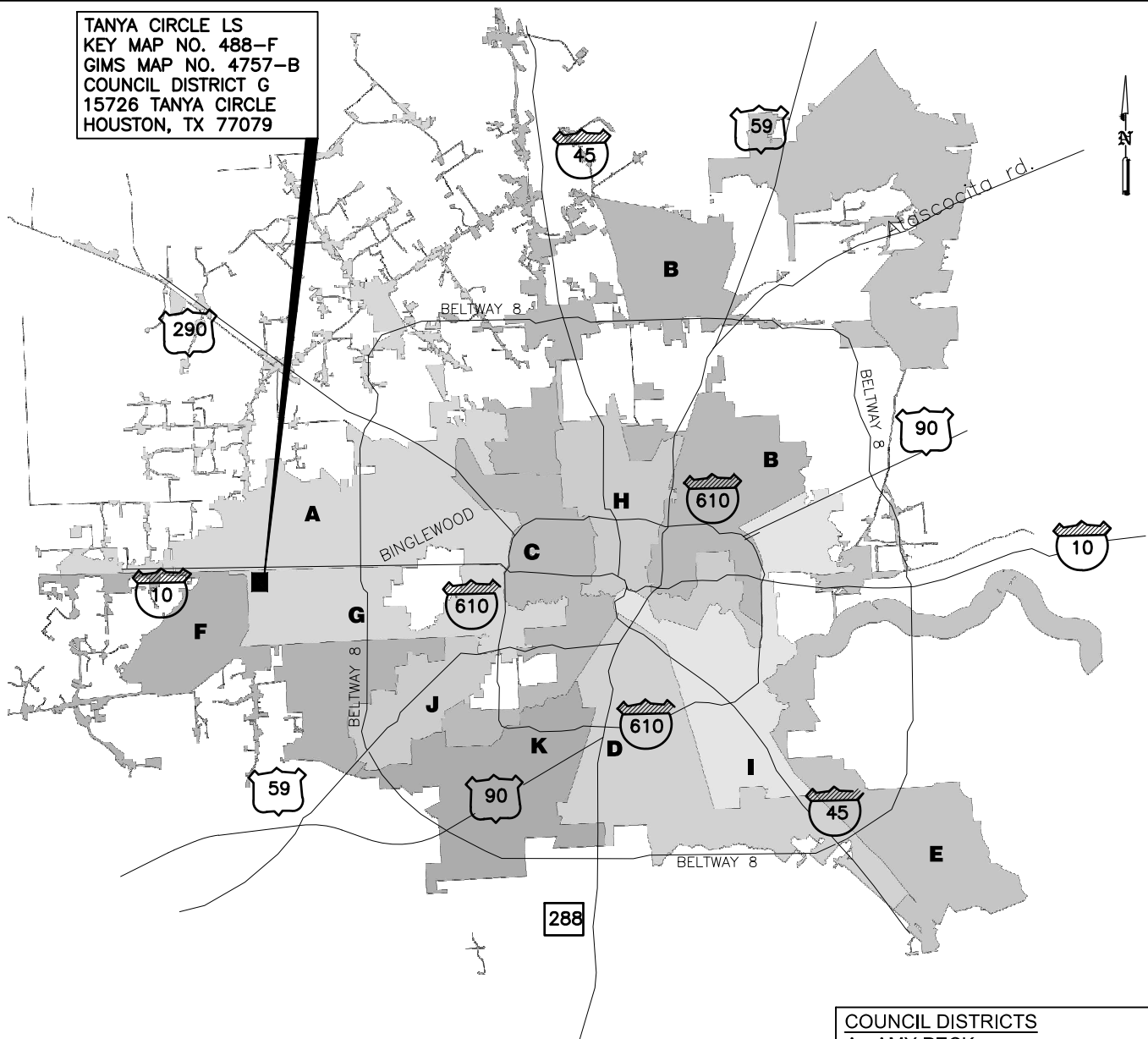
HOUSTON PUBLIC WORKS

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MEMORIAL DR #5 LS, FLEETWOOD LS, ADDICKS LS, WOODWAY #2 LS)
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LOCATION AND VICINITY MAPS\LOCATION & VIC MAP.dwg

TANYA CIRCLE LS
KEY MAP NO. 488-F
GIMS MAP NO. 4757-B
COUNCIL DISTRICT G
15726 TANYA CIRCLE
HOUSTON, TX 77079



VICINITY MAP

GIMS MAP NO: 4757-B

COUNCIL DISTRICTS

A - AMY PECK
B - TARSHA JACKSON
C - ABBIE KAMIN
D - CAROLYN EVANS-SHABAZZ
E - FRED FLICKINGER
F - TIFFANY THOMAS
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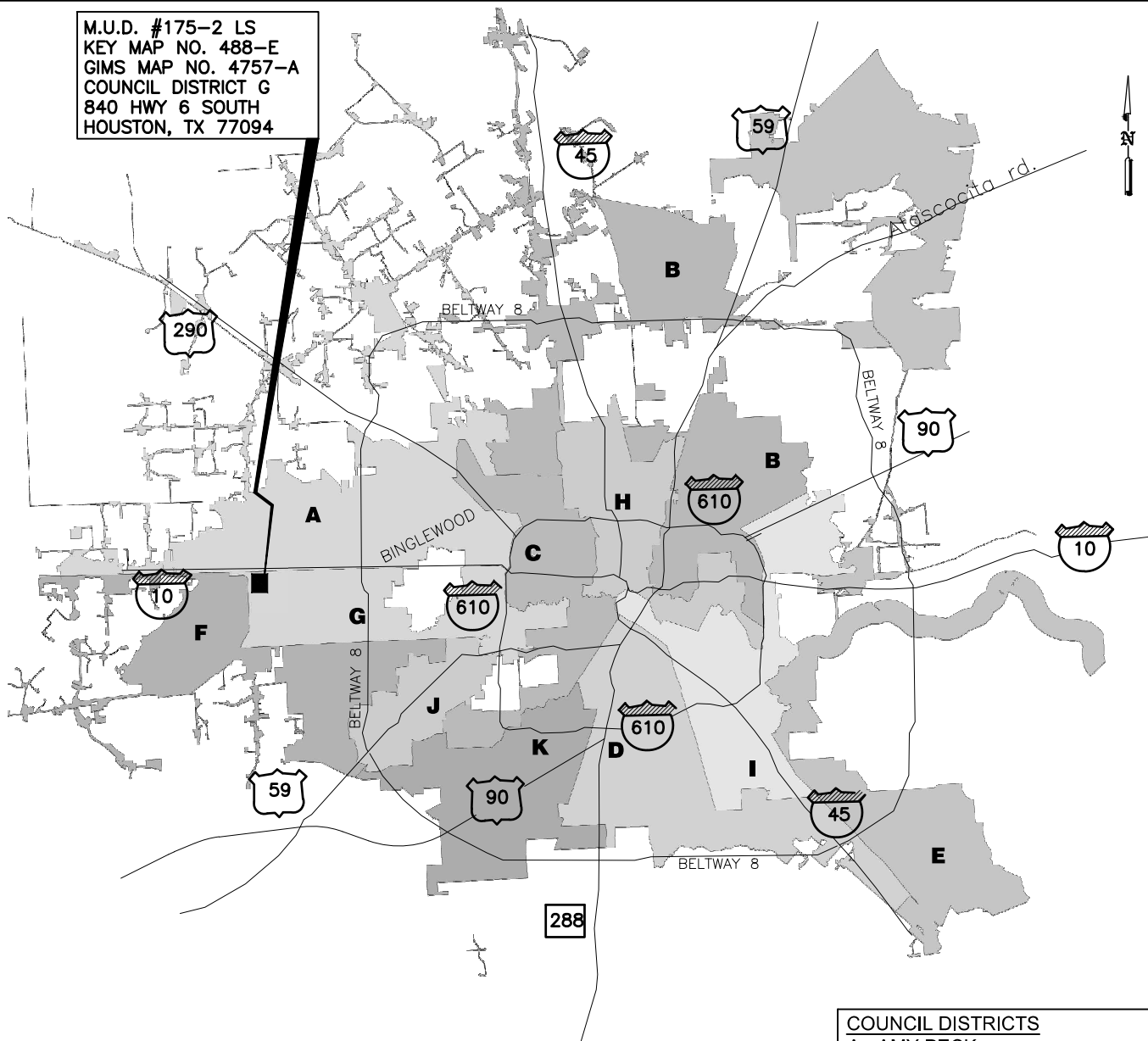
HOUSTON PUBLIC WORKS

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M.U.D. #175-2 LS
KEY MAP NO. 488-E
GIMS MAP NO. 4757-A
COUNCIL DISTRICT G
840 HWY 6 SOUTH
HOUSTON, TX 77094



VICINITY MAP

GIMS MAP NO: 4757-A

COUNCIL DISTRICTS

A - AMY PECK
B - TARSHA JACKSON
C - ABBIE KAMIN
D - CAROLYN EVANS-SHABAZZ
E - FRED FLICKINGER
F - TIFFANY THOMAS
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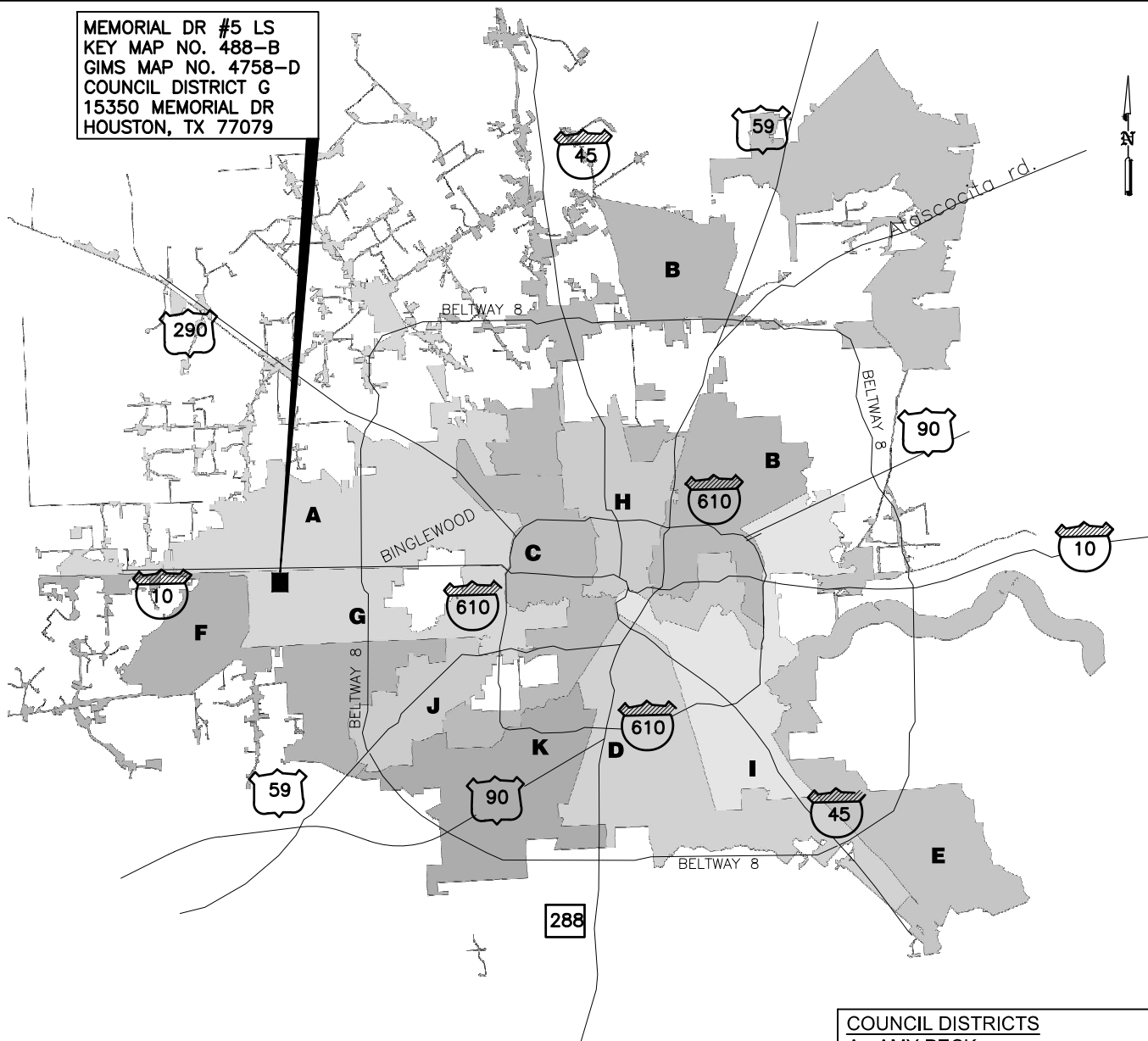
HOUSTON PUBLIC WORKS

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LOCATION AND VICINITY MAPS\LOCATION & VIC MAP.dwg

MEMORIAL DR #5 LS
KEY MAP NO. 488-B
GIMS MAP NO. 4758-D
COUNCIL DISTRICT G
15350 MEMORIAL DR
HOUSTON, TX 77079



VICINITY MAP

GIMS MAP NO: 4758-D

COUNCIL DISTRICTS

A - AMY PECK
B - TARSHA JACKSON
C - ABBIE KAMIN
D - CAROLYN EVANS-SHABAZZ
E - FRED FLICKINGER
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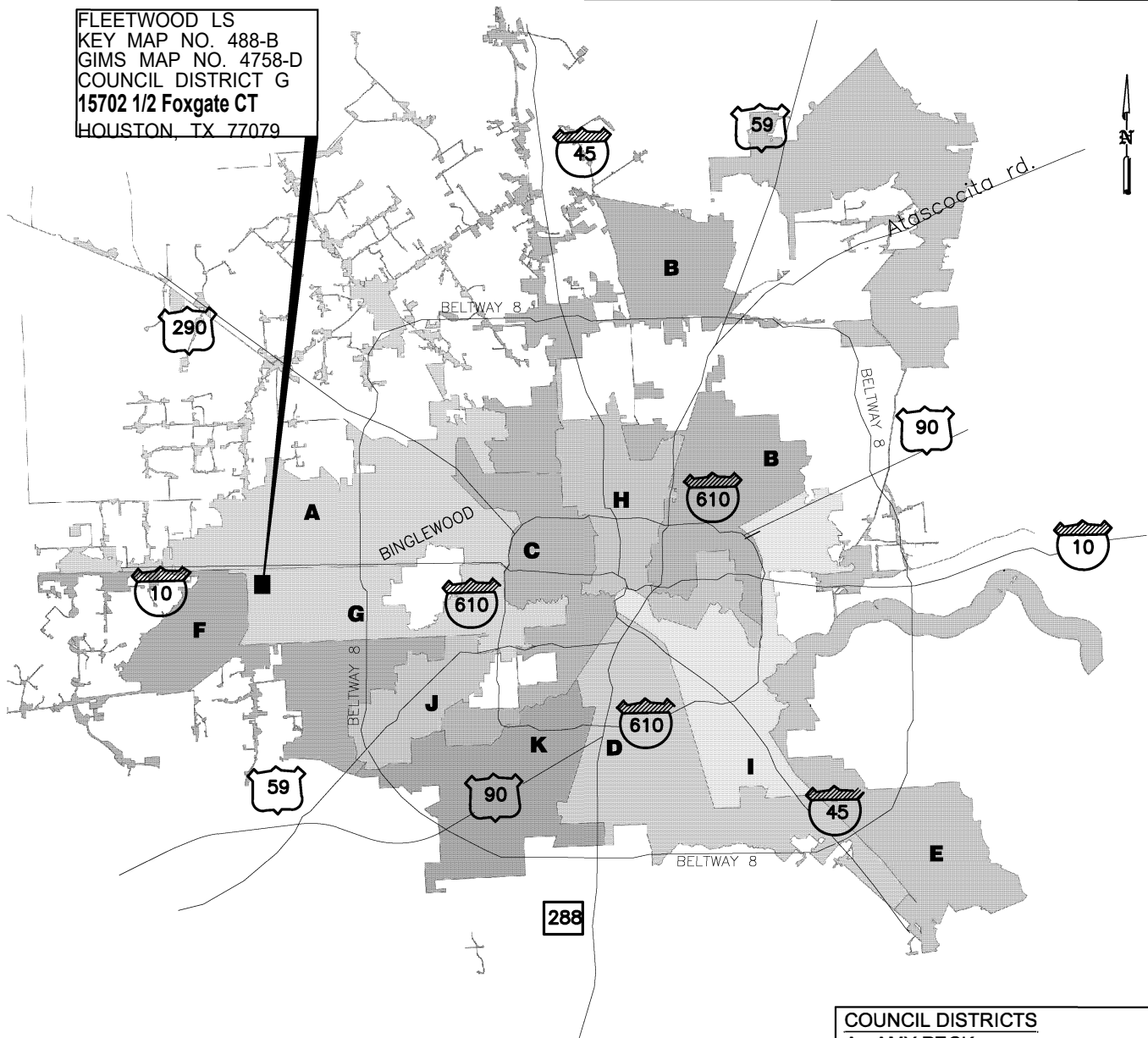
HOUSTON PUBLIC WORKS

LIFT STATION HAZARD MITIGATION AND IMPROVEMENT PROJECTS
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LOCATION AND VICINITY MAPS\LOCATION & VIC MAP.dwg

FLEETWOOD LS
 KEY MAP NO. 488-B
 GIMS MAP NO. 4758-D
 COUNCIL DISTRICT G
 15702 1/2 Foxgate CT
 HOUSTON, TX 77079



VICINITY MAP

GIMS MAP NO: 4758-D

COUNCIL DISTRICTS

A - AMY PECK
 B - TARSHA JACKSON
 C - ABBIE KAMIN
 D - CAROLYN EVANS-SHABAZZ
 E - FRED FLICKINGER
 F - TIFFANY THOMAS
 G - MARY NAN HUFFMAN
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CITY OF HOUSTON

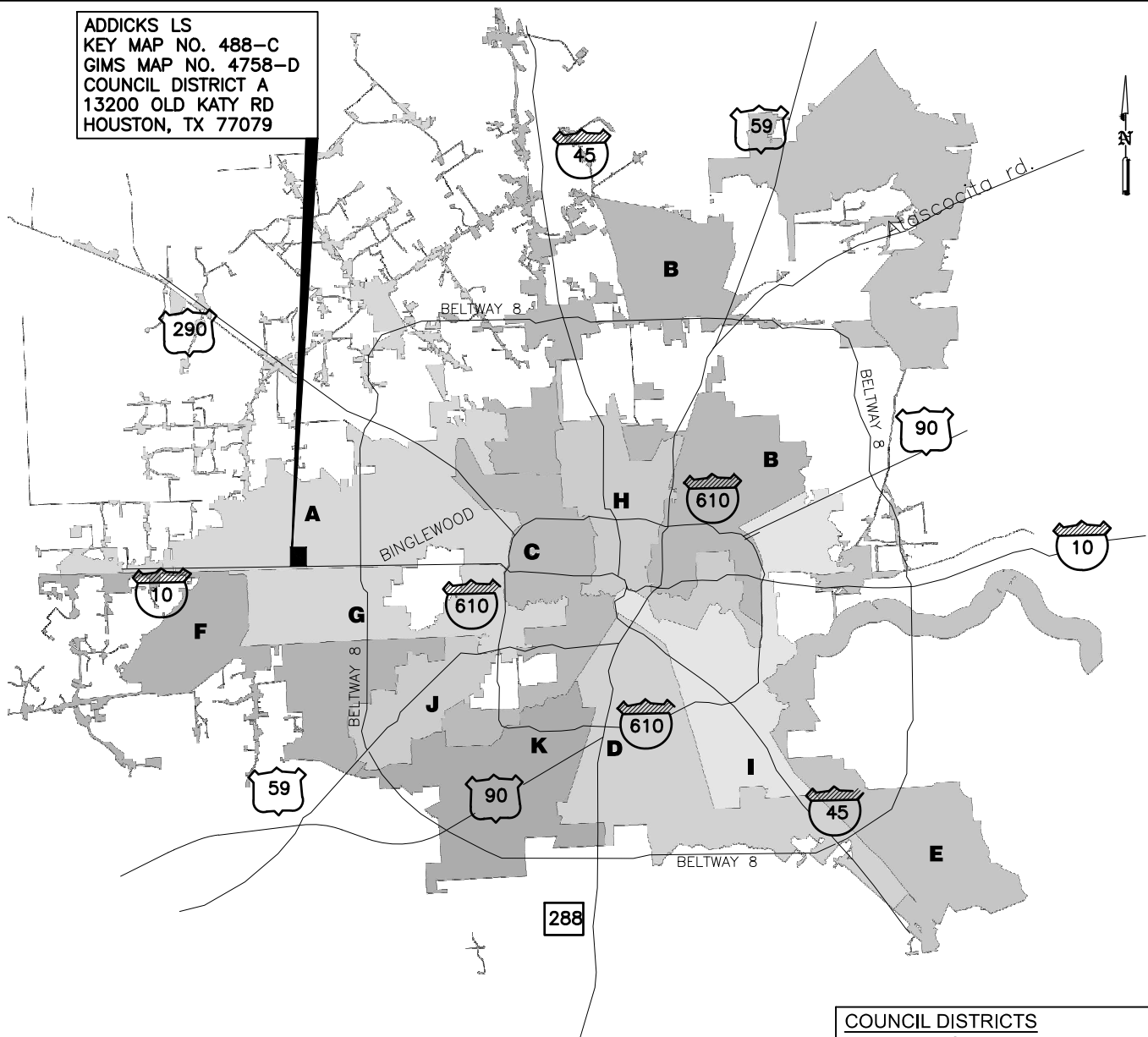
HOUSTON PUBLIC WORKS

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 LOCATION AND VICINITY MAPS\LOCATION & VIC MAP.dwg

ADDICKS LS
KEY MAP NO. 488-C
GIMS MAP NO. 4758-D
COUNCIL DISTRICT A
13200 OLD KATY RD
HOUSTON, TX 77079



VICINITY MAP

GIMS MAP NO: 4758-D

COUNCIL DISTRICTS

A - AMY PECK
B - TARSHA JACKSON
C - ABBIE KAMIN
D - CAROLYN EVANS-SHABAZZ
E - FRED FLICKINGER
F - TIFFANY THOMAS
G - MARY NAN HUFFMAN
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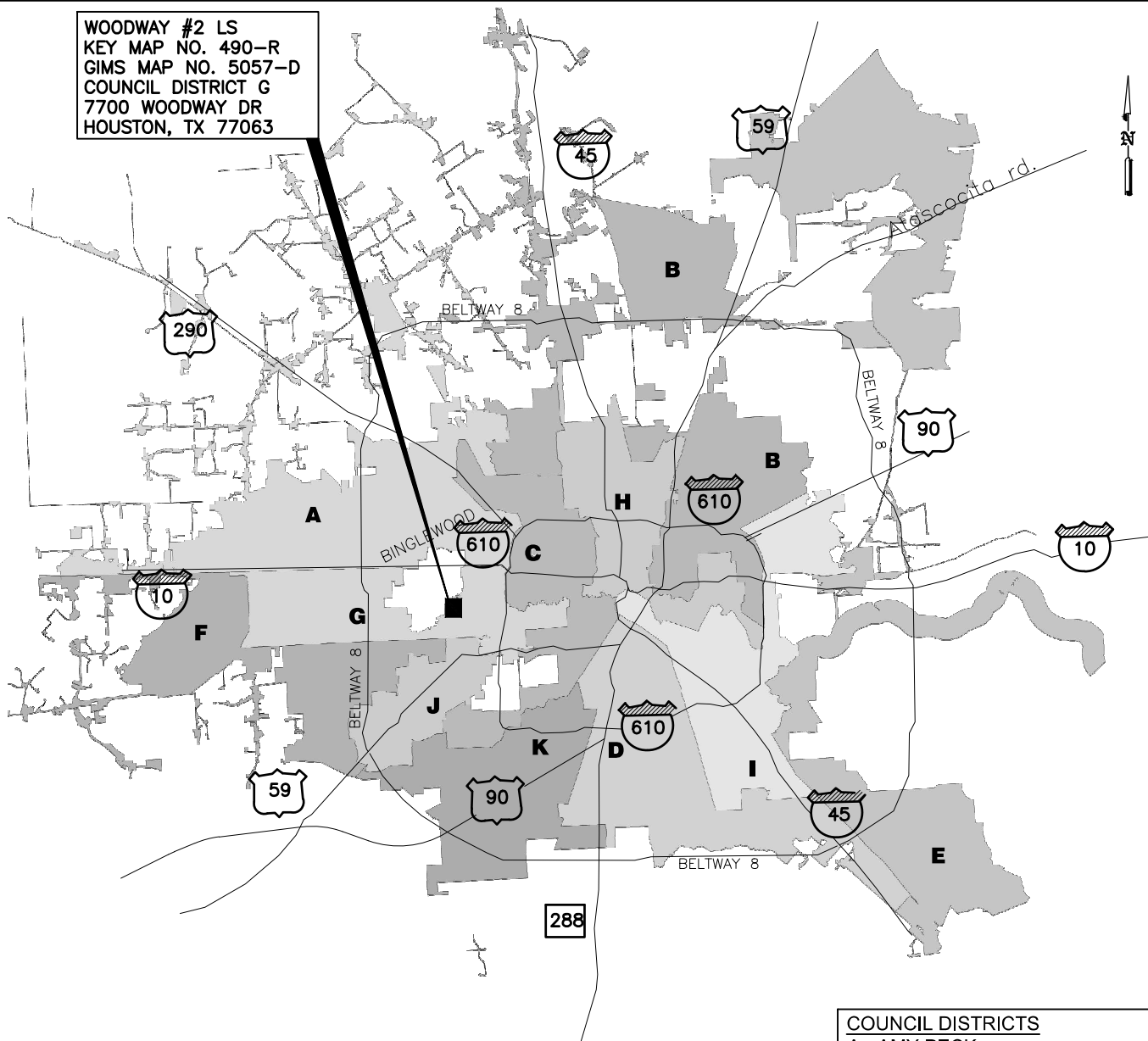
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LOCATION AND VICINITY MAPS\LOCATION & VIC MAP.dwg

WOODWAY #2 LS
KEY MAP NO. 490-R
GIMS MAP NO. 5057-D
COUNCIL DISTRICT G
7700 WOODWAY DR
HOUSTON, TX 77063



VICINITY MAP

GIMS MAP NO: 5057-D

COUNCIL DISTRICTS

A - AMY PECK
B - TARSHA JACKSON
C - ABBIE KAMIN
D - CAROLYN EVANS-SHABAZZ
E - FRED FLICKINGER
F - TIFFANY THOMAS
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HOUSTON PUBLIC WORKS

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CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District B

Item Creation Date: 9/16/2024

HPW – 20FAC2512 PES / Brown and Caldwell

Agenda Item#: 44.

Summary:

ORDINANCE appropriating \$29,576,079.00 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Professional Engineering Services Contract between City of Houston and **BROWN AND CALDWELL** for Capacity Remedial Measures Plan CIP Package 3 (CD Area 2 & 3); providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund - **DISTRICT B - JACKSON**

Background:

SUBJECT: Professional Engineering Services Contract between the City and Brown and Caldwell for Capacity Remedial Measures Plan (CRMP) CIP Package 3 (CD Area 2 and 3).

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with Brown and Caldwell for Capacity Remedial Measures Plan (CRMP) CIP Package 3 (CD Area 2 and 3) and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Capital Improvement Plan (CIP) and is required to develop and provide mitigation recommendations for Capacity Remedial Measures Plan (CRMP).

The work to be performed under this contract award is necessary to maintain compliance with Houston's wastewater consent decree with the EPA and TCEQ.

DESCRIPTION/SCOPE: This project consists of improvements to the Wastewater Collection and Transmission System with known capacity restraints to target the reduction of sanitary sewer overflows.

LOCATION: The project is located at 100 Japhet Street, Houston, TX 77020.

SCOPE OF CONTRACT AND FEE: Under the scope of the Contract, the Consultant will perform Phase I - Preliminary Design, Phase II – Final Design, Phase III - Construction Phase Services and Additional Services. Basic Services Fee for Phase I is based on cost of time and materials with a not-to-exceed agreed upon amount. The Basic Services Fees for Phase II and Phase III are based on a negotiated lump sum amount. The total Basic Services appropriation is \$22,808,274.00.

The Contract also includes certain Additional Services to be paid either as a lump sum or on a reimbursable basis. The total Additional Services appropriation is \$5,359,420.00.

The negotiated maximum for Phase I Services is \$2,808,096.00.

The total cost of this project is \$29,576,079.00 to be appropriated as follows: \$28,167,694.00 for Contract services and \$1,408,385.00 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The standard M/WBE goal set for the project is 26.00%. The Consultant has proposed a 26.01% MWBE plan to meet the goal.

	<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1.	Fivengineering, dba 5Engineering	Engineering consulting services	\$ 894,940.00	3.18%
2.	EJES Incorporated	Civil engineering services	\$ 548,466.00	1.95%
3.	Kalluri Group, Inc.	Engineering services	\$3,076,978.00	10.92%
4.	KWH Engineering LLC	Engineering services	\$1,156,360.00	4.11%
5.	Team Plus Build, LLC, dba FS Group Architects	Architectural services	\$ 692,195.00	2.46%
6.	Geotest Engineering, Inc.	Engineering services, Testing laboratories	\$ 300,738.00	1.07%
7.	V&A Consulting Engineers, Inc.	Odor Control Design	<u>\$ 653,921.00</u>	<u>2.32%</u>
		TOTAL	\$7,323,598.00	26.01%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. R-001000-0039-3

Amount and Source of Funding:

\$29,576,079.00 from Fund No. 8500 – Water and Sewer System Consolidated Construction

Contact Information:

<u>Name</u>	<u>Service Line</u>	<u>Contact No.</u>
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos E. Mengesha, P.E., CCM, Assistant Director	HPW- Engineering	832.395.2365

ATTACHMENTS:

Description
Signed Coversheet
Maps

Type
Signed Cover sheet
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:
District B
Item Creation Date: 9/16/2024

HPW – 20FAC2512 PES / Brown and Caldwell

Agenda Item#:

Background:

SUBJECT: Professional Engineering Services Contract between the City and Brown and Caldwell for Capacity Remedial Measures Plan (CRMP) CIP Package 3 (CD Area 2 and 3).

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with Brown and Caldwell for Capacity Remedial Measures Plan (CRMP) CIP Package 3 (CD Area 2 and 3) and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Capital Improvement Plan (CIP) and is required to develop and provide mitigation recommendations for Capacity Remedial Measures Plan (CRMP).

The work to be performed under this contract award is necessary to maintain compliance with Houston's wastewater consent decree with the EPA and TCEQ.

DESCRIPTION/SCOPE: This project consists of improvements to the Wastewater Collection and Transmission System with known capacity restraints to target the reduction of sanitary sewer overflows.

LOCATION: The project is located at 100 Japhet Street, Houston, TX 77020.

SCOPE OF CONTRACT AND FEE: Under the scope of the Contract, the Consultant will perform Phase I - Preliminary Design, Phase II – Final Design, Phase III - Construction Phase Services and Additional Services. Basic Services Fee for Phase I is based on cost of time and materials with a not-to-exceed agreed upon amount. The Basic Services Fees for Phase II and Phase III are based on a negotiated lump sum amount. The total Basic Services appropriation is \$22,808,274.00.

The Contract also includes certain Additional Services to be paid either as a lump sum or on a reimbursable basis. The total Additional Services appropriation is \$5,359,420.00.

The negotiated maximum for Phase I Services is \$2,808,096.00.


The total cost of this project is \$29,576,079.00 to be appropriated as follows: \$28,167,694.00 for Contract services and \$1,408,385.00 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

MWBE PARTICIPATION: The standard MWBE goal set for the project is 26.00%. The Consultant has proposed a 26.01% MWBE plan to meet the goal.

<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1. Fivengineering, dba 5Engineering	Engineering consulting services	\$ 894,940.00	3.18%
2. EJS Incorporated	Civil engineering services	\$ 548,466.00	1.95%
3. Kalluri Group, Inc.	Engineering services	\$3,076,978.00	10.92%
4. KWH Engineering LLC	Engineering services	\$1,156,360.00	4.11%
5. Team Plus Build, LLC, dba FS Group Architects	Architectural services	\$ 692,195.00	2.46%
6. Geotest Engineering, Inc.	Engineering services, Testing laboratories	\$ 300,738.00	1.07%
7. V&A Consulting Engineers, Inc.	Odor Control Design	<u>\$ 653,921.00</u>	<u>2.32%</u>
TOTAL		\$7,323,598.00	26.01%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

DocuSigned by:

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5/7/2025

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. R-001000-0039-3

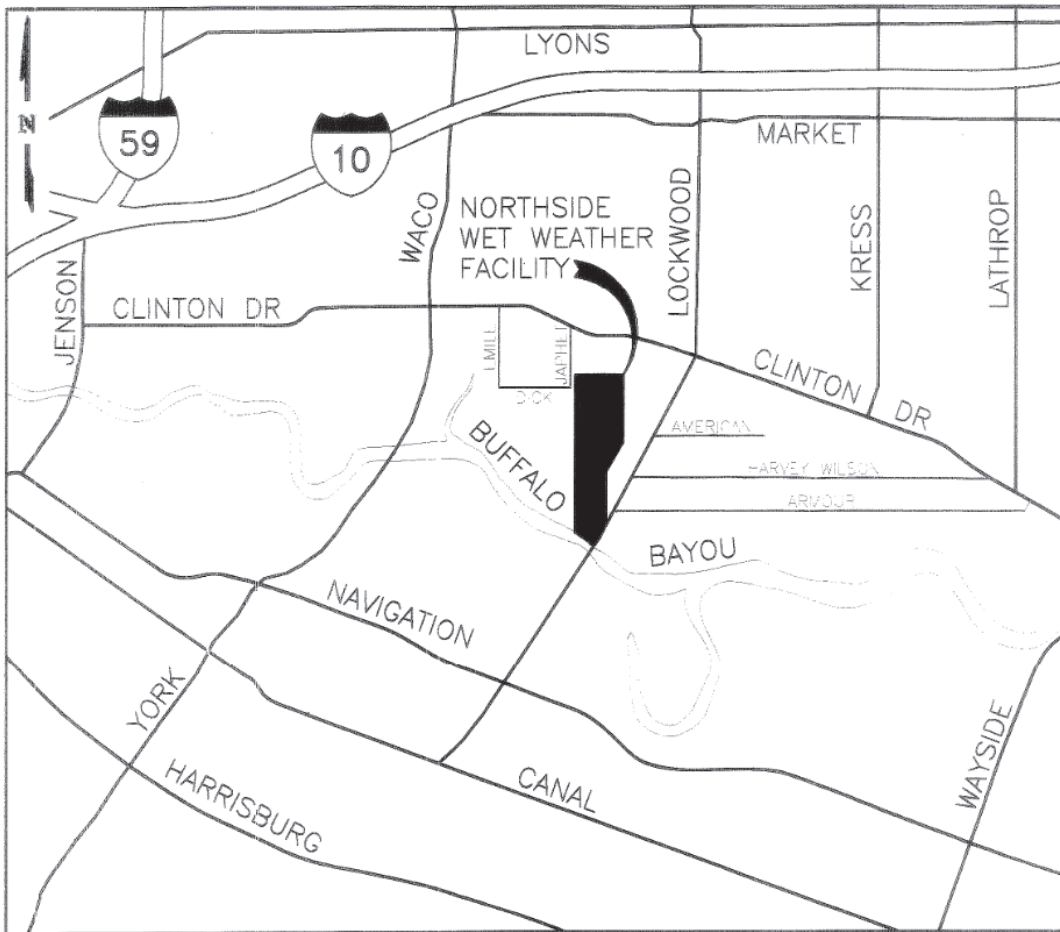
Amount and Source of Funding:
\$29,576,079.00 from Fund No. 8500 – Water and Sewer System Consolidated Construction

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos E. Mengesha, P.E., CCM, Assistant Director	HPW- Engineering	832.395.2365

ATTACHMENTS:	
Description	Type
SAP Documents	Financial Information
Maps	Backup Material
OBO Documents	Backup Material
Form B	Backup Material
Ownership Information Form & Tax Report	Backup Material
Pay or Play	Backup Material
Form 1295	Backup Material

HOUSTON PUBLIC WORKS CAPITAL PROJECTS



KEY MAP
NORTHSIDE WET WEATHER FACILITY: 494L.

NOTE: THIS PROJECT IS IN COUNCIL DISTRICT B. COUNCIL MEMBER: TARSHA JACKSON.

Brown and Caldwell

10777 WESTHEIMER RD
SUITE 975
HOUSTON, TX 77042
T: 713646.1148



CITY OF HOUSTON

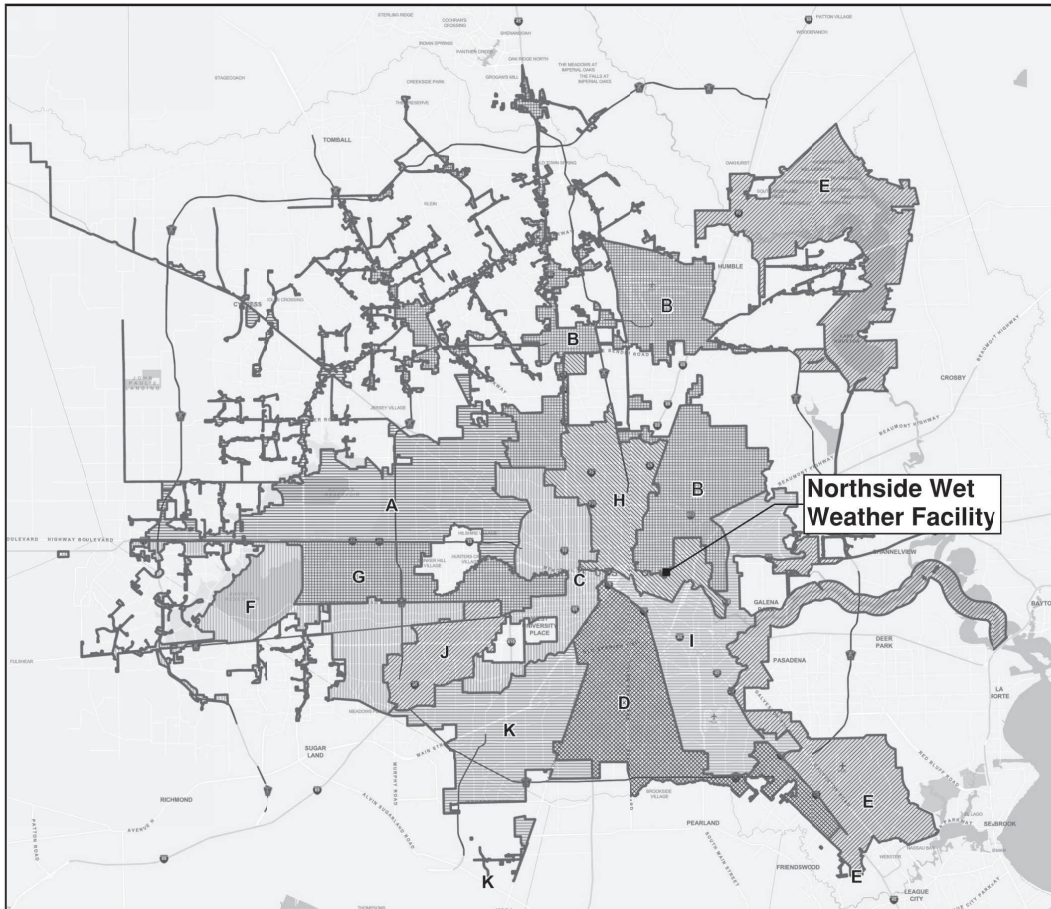
CRMP CIP PACKAGE 3 (CD AREA 2 AND 3)

WBS No. R-001000-0039-3

VICINITY MAP

NORTHSIDE WET WEATHER FACILITY
100 JAPHET ST, HOUSTON, TX 77020

HOUSTON PUBLIC WORKS CAPITAL PROJECTS



NORTHSIDE WET WEATHER FACILITY 100 JAPHET ST, HOUSTON, TX 77020



KEY MAP
NORTHSIDE WET WEATHER FACILITY: 494L.

NOTE: THIS PROJECT IS IN COUNCIL
DISTRICT B. COUNCIL MEMBER: TARSHA
JACKSON.

Brown and Caldwell

10777 WESTHEIMER RD
SUITE 975
HOUSTON, TX 77042
T: 713646.1148



CITY OF HOUSTON

CRMP CIP PACKAGE 3 (CD AREA 2
AND 3)

WBS No. R-001000-0039-3

LOCATION MAP



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District B

Item Creation Date: 2/19/2025

HPW – 20FAC2553 PES / Binkley & Barfield, Inc.

Agenda Item#: 45.

Summary:

ORDINANCE appropriating \$2,472,135.75 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Professional Engineering Services Contract between City of Houston and **BINKLEY & BARFIELD, INC** for 66-inch Water Line Along Victory Drive from Wheatley Street to Acres Homes Pump Station; providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund - **DISTRICT B - JACKSON**

Background:

SUBJECT: Professional Engineering Services Contract between the City and Binkley & Barfield, Inc. for 66-inch Water Line along Victory Drive from Wheatley Street to Acres Homes Pump Station.

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with Binkley & Barfield, Inc. for 66-inch Water Line along Victory Drive from Wheatley Street to Acres Homes Pump Station and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Surface Water Transmission Program and is required to design and construct transmission and distribution lines to convey treated water.

DESCRIPTION/SCOPE: This project consists of the design of water line replacements and upgrades with all related appurtenances.

LOCATION: The project area is generally bound by Charles Street on the north, Dollywright Street on the south, Wheatley Street on the east, and Bradmar Street on the west.

SCOPE OF CONTRACT AND FEE: Under the scope of the Contract, the Consultant will perform Phase II – Final Design, Phase III - Construction Phase Services and Additional Services. The Basic Services fees for Phase II and Phase III are based on a negotiated lump sum amount. The total Basic Services appropriation is \$2,045,576.00.

The Contract also includes certain Additional Services to be paid either as a lump sum or on a reimbursable basis. The total Additional Services appropriation is \$308,839.00.

The total cost of this project is \$2,472,135.75 to be appropriated as follows: \$2,354,415.00 for

Contract services and \$117,720.75 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The standard M/WBE goal set for the project is 26.00%. The Consultant has proposed a 41.50% MWBE plan to meet the goal.

<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1. Aurora Technical Services LLC	Engineering Services	\$204,558.00	8.69%
2. Aviles Engineering Corporation	Geotechnical testing laboratories or services	\$ 54,451.00	2.31%
3. English + Associates Architects, Inc.	Architectural Services	\$161,500.00	6.86%
4. InduSri Consulting, LLC	Civil Engineering Services	\$204,558.00	8.69%
5. Kalluri Group, Inc.	Engineering Services	\$238,785.00	10.14%
6. Landtech Inc., DBA Landtech Consultants, Inc	Land Surveying Services	\$ 78,885.00	3.35%
7. RODS, Inc.	Engineering Services	\$ 34,446.00	1.46%
TOTAL		\$977,183.00	41.50%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. S-000900-0184-3

Amount and Source of Funding:

\$2,472,135.75 from Fund No. 8500 – Water and Sewer System Consolidated Construction

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456

Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos E. Mengesha P.E., CCM, Assistant Director	HPW - Engineering	832.395.2365

ATTACHMENTS:

Description

Signed Coversheet
Maps

Type

Signed Cover sheet
Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

District B

Item Creation Date: 2/19/2025

HPW – 20FAC2553 PES / Binkley & Barfield, Inc.

Agenda Item#:

Background:

SUBJECT: Professional Engineering Services Contract between the City and Binkley & Barfield, Inc. for 66-inch Water Line along Victory Drive from Wheatley Street to Acres Homes Pump Station.

RECOMMENDATION: An ordinance approving a Professional Engineering Services Contract with Binkley & Barfield, Inc. for 66-inch Water Line along Victory Drive from Wheatley Street to Acres Homes Pump Station and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Surface Water Transmission Program and is required to design and construct transmission and distribution lines to convey treated water.

DESCRIPTION/SCOPE: This project consists of the design of water line replacements and upgrades with all related appurtenances.

LOCATION: The project area is generally bound by Charles Street on the north, Dollywright Street on the south, Wheatley Street on the east, and Bradmar Street on the west.

SCOPE OF CONTRACT AND FEE: Under the scope of the Contract, the Consultant will perform Phase II – Final Design, Phase III - Construction Phase Services and Additional Services. The Basic Services fees for Phase II and Phase III are based on a negotiated lump sum amount. The total Basic Services appropriation is \$2,045,576.00.

The Contract also includes certain Additional Services to be paid either as a lump sum or on a reimbursable basis. The total Additional Services appropriation is \$308,839.00.

The total cost of this project is \$2,472,135.75 to be appropriated as follows: \$2,354,415.00 for Contract services and \$117,720.75 for CIP Cost Recovery.


PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Consultant provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: The standard M/WBE goal set for the project is 26.00%. The Consultant has proposed a 41.50% MWBE plan to meet the goal.

<u>Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Total Contract</u>
1. Aurora Technical Services LLC	Engineering Services	\$204,558.00	8.69%
2. Aviles Engineering Corporation	Geotechnical testing laboratories or services	\$ 54,451.00	2.31%
3. English + Associates Architects, Inc.	Architectural Services	\$161,500.00	6.86%
4. InduSri Consulting, LLC	Civil Engineering Services	\$204,558.00	8.69%
5. Kalluri Group, Inc.	Engineering Services	\$238,785.00	10.14%
6. Landtech Inc., DBA Landtech Consultants, Inc	Land Surveying Services	\$ 78,885.00	3.35%
7. RODS, Inc.	Engineering Services	<u>\$ 34,446.00</u>	<u>1.46%</u>
	TOTAL	\$977,183.00	41.50%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

DocuSigned by:



5/7/2025

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Randall V. Macchi, JD
Director, Houston Public Works

WBS No. S-000900-0184-3

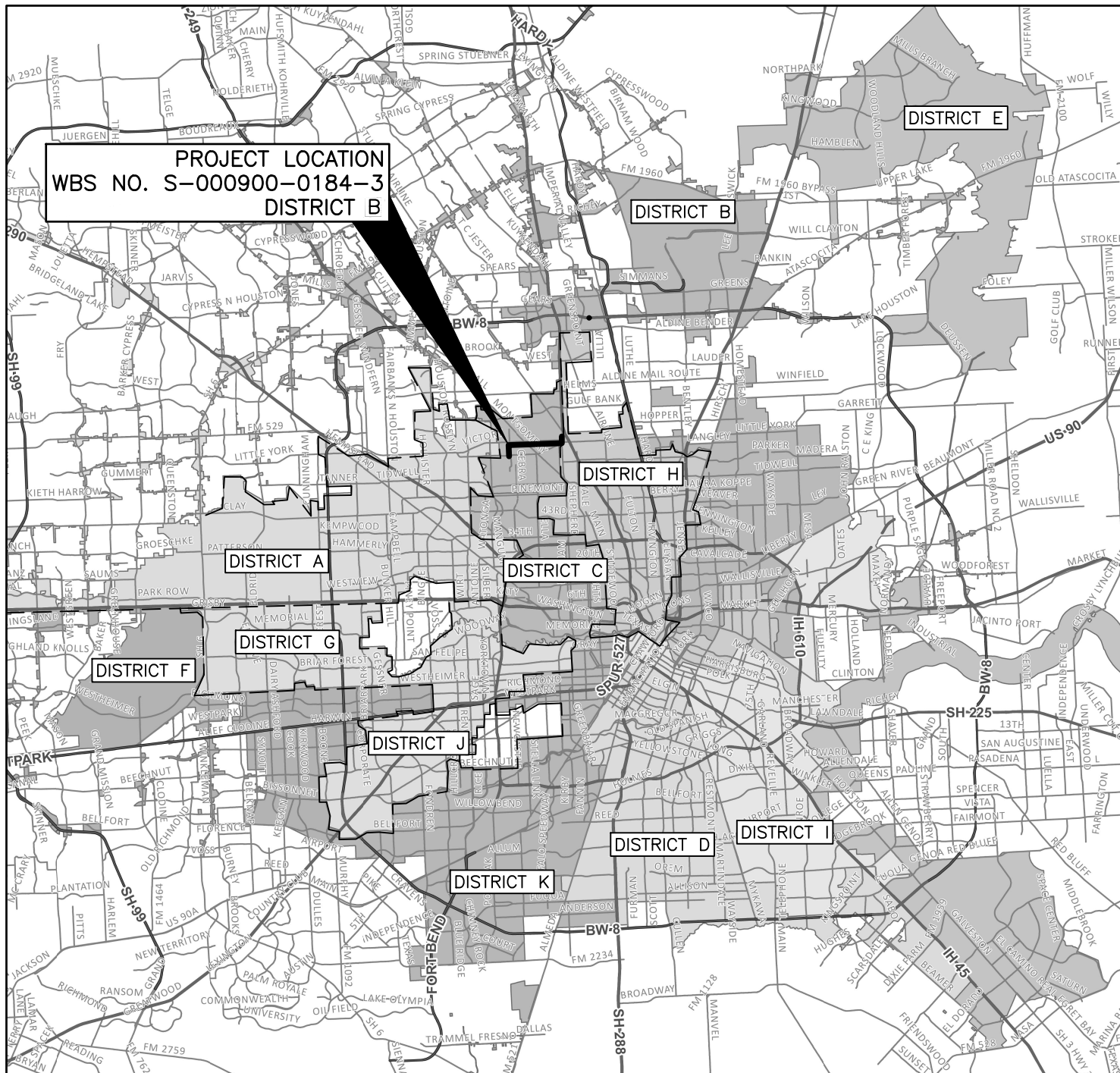
Amount and Source of Funding:
\$2,472,135.75 from Fund No. 8500 – Water and Sewer System Consolidated Construction

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos E. Mengesha P.E., CCM, Assistant Director	HPW - Engineering	832.395.2365

ATTACHMENTS:

Description	Type
SAP Documents	Financial Information
Maps	Backup Material
OBO Documents	Backup Material
Form B	Backup Material
Ownership Information Form & Tax Report	Backup Material
Pay or Play	Backup Material
Form 1295	Backup Material



NOT TO SCALE
KEY MAP
412S - 412T

BinkleyBarfield | **DCCM**

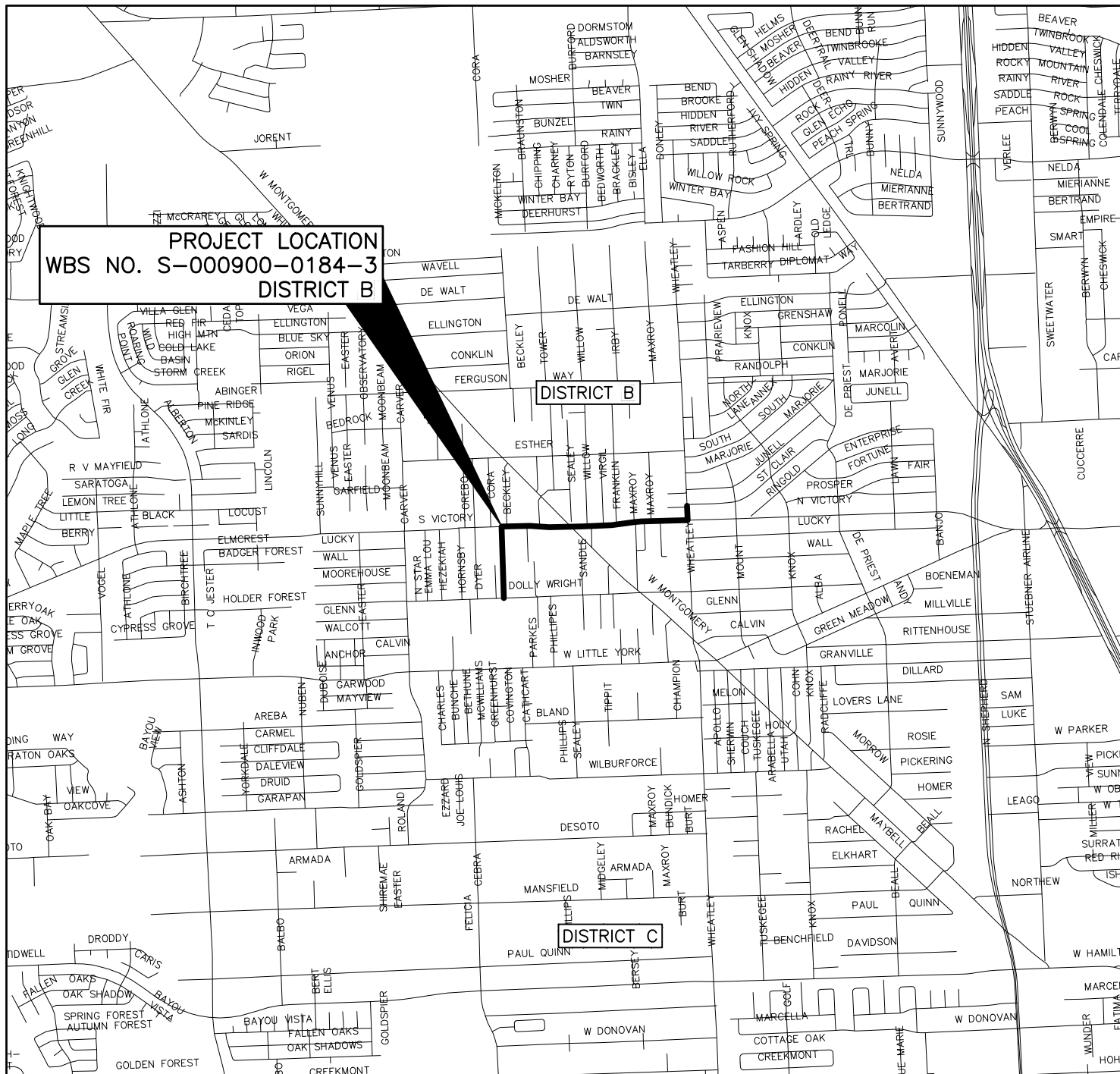


CITY OF HOUSTON

66-INCH WATER LINE
ALONG VICTORY DR. FROM
WHEATLEY ST. TO ACRES
HOMES PUMP STATION

WBS No.S-000900-0184-3

CITY COUNCIL DISTRICT MAP



NOT TO SCALE
KEY MAP
 412S - 412T

BinkleyBarfield | **DCCM**



CITY OF HOUSTON

**66-INCH WATER LINE
 ALONG VICTORY DR. FROM
 WHEATLEY ST. TO ACRES
 HOMES PUMP STATION**

WBS No.S-000900-0184-3

VICINITY MAP



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 2/28/2025

HPW – 20SWO192 Contract Award / J. Rivas Construction
LLC

Agenda Item#: 46.

Summary:

ORDINANCE awarding contract to **J. RIVAS CONSTRUCTION LLC** for FY 2025 Ditch Reestablishment Work Order Contract #3; setting a deadline for the bidder's execution of the contract and delivery of all bonds, insurance, and other required contract documents to the City; holding the bidder in default if it fails to meet the deadlines; providing a maximum contract amount - \$6,000,000.00 - Enterprise Fund

Background:

SUBJECT: Contract Award for FY2025 Ditch Re-establishment Work Order Contract #3.

RECOMMENDATION: (SUMMARY) Award a Construction Contract to J. Rivas Construction LLC for FY2025 Ditch Re-establishment Work Order Contract #3 with a maximum contract amount not-to-exceed \$6,000,000.00 and allocate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Transportation and Drainage Operations Program and is required to provide work authorization on a location-by-location as-needed basis, for the operation and maintenance of stormwater drainage assets.

DESCRIPTION/SCOPE: This project consists of the Citywide program that provides maintenance services for open drainage systems. The scope is established by each work authorization. The Contract duration for this project is 730 calendar days.

LOCATION: The projects are located throughout the City of Houston.

PROPOSAL: This project was advertised for competitive sealed proposals on September 20, 2024. Proposals were received on October 10, 2024. The proposals received are as follows:

<u>Proposer</u>	<u>Adjustment Factor</u>
1. J. Rivas Construction, LLC	0.497
2. DL Glover Utilities	0.500
3. Grava, LLC	0.615
4. T Construction LLC	0.675

AWARD: A Selection Committee was comprised of members from Houston Public Works, General Services Department, and Houston Airport System. The Selection Committee reviewed the proposals and recommended that this construction contract be awarded to J Rivas Construction, LLC based on their Qualifications, Project Approach, Total Proposal Price, Financial Capabilities, Experience, Safety, and Hire Houston First Designation with a total proposal bid price of \$6,000,000.00 (0.497 Adjustment Factor).

It is recommended that this construction contract be awarded to J. Rivas Construction, LLC with a proposal of \$6,000,000.00 (0.497 Adjustment Factor).

PROJECT COST: The total cost of this project is as follows:

Proposal Amount	\$6,000,000.00
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HIRE HOUSTON FIRST: The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston business and supports job creation. In this case, J. Rivas Construction LLC is a designated HHF company, but they were the successful awardee without application of the HHF preference.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Contractor provides health benefits to eligible employees in compliance with City policy.

M/WSBE PARTICIPATION: The contractor has submitted the following proposed program to satisfy the 18.00% MBE goal and 5.00% WBE goal for this project.

<u>MBE - Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Contract</u>
1. D. Solis Trucking, Inc.	Dump Trucking	\$ 390,000.00	6.50%
2. J. Rivas Construction LLC	Ditch Re-establishment	\$ 690,000.00	11.50%
<u>WBE - Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Contract</u>
1. J & A Trucking Services LLC	Asphalt Paving	\$ 300,000.00	5.00%
TOTAL		\$1,380,000.00	23.00%

FISCAL NOTE: Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Randall V. Macchi, J.D.
Director, Houston Public Works

WBS No. M-43M009-0011-4

Estimated Spending Authority			
Department	Current FY25	Out Year 1	Total
Houston Public Works	\$500,000.00	\$5,500,000.00	\$6,000,000.00

Amount and Source of Funding:

\$6,000,000.00 from Fund No. 2302 – Stormwater Fund

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Fabio Capillo, Deputy Director	HPW Transportation & Drainage Operations	832.395.6685

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 2/28/2025

HPW – 20SWO192 Contract Award / J. Rivas Construction LLC

Agenda Item#:

Background:

SUBJECT: Contract Award for FY2025 Ditch Re-establishment Work Order Contract #3.

RECOMMENDATION: (SUMMARY) Award a Construction Contract to J. Rivas Construction LLC for FY2025 Ditch Re-establishment Work Order Contract #3 with a maximum contract amount not-to-exceed \$6,000,000.00 and allocate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the Transportation and Drainage Operations Program and is required to provide work authorization on a location-by-location as-needed basis, for the operation and maintenance of stormwater drainage assets.

DESCRIPTION/SCOPE: This project consists of the Citywide program that provides maintenance services for open drainage systems. The scope is established by each work authorization. The Contract duration for this project is 730 calendar days.

LOCATION: The projects are located throughout the City of Houston.

PROPOSAL: This project was advertised for competitive sealed proposals on September 20, 2024. Proposals were received on October 10, 2024. The proposals received are as follows:

<u>Proposer</u>	<u>Adjustment Factor</u>
1. J. Rivas Construction, LLC	0.497
2. DL Glover Utilities	0.500
3. Grava, LLC	0.615
4. T Construction LLC	0.675

AWARD: A Selection Committee was comprised of members from Houston Public Works, General Services Department, and Houston Airport System. The Selection Committee reviewed the proposals and recommended that this construction contract be awarded to J Rivas Construction, LLC. based on their Qualifications, Project Approach, Total Proposal Price, Financial Capabilities, Experience, Safety, and Hire Houston First Designation with a total proposal bid price of \$6,000,000.00 (0.497 Adjustment Factor).

It is recommended that this construction contract be awarded to J. Rivas Construction, LLC with a proposal of \$6,000,000.00 (0.497 Adjustment Factor).

PROJECT COST: The total cost of this project is as follows:

Proposal Amount	\$6,000,000.00
-----------------	----------------

HIRE HOUSTON FIRST: The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston business and supports job creation. In this case, J. Rivas Construction LLC is a designated HHF company, but they were the successful awardee without application of the HHF preference.


PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Contractor provides health benefits to eligible employees in compliance with City policy.

M/WSBE PARTICIPATION: The contractor has submitted the following proposed program to satisfy the 18.00% MBE goal and 5.00% WBE goal for this project.

<u>MBE - Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Contract</u>
1. D. Solis Trucking, Inc.	Dump Trucking	\$ 390,000.00	6.50%
2. J. Rivas Construction LLC	Ditch Re-establishment	\$ 690,000.00	11.50%

<u>WBE - Name of Firms</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Contract</u>
1. J & A Trucking Services LLC	Asphalt Paving	\$ 300,000.00	5.00%
TOTAL		\$1,380,000.00	23.00%

FISCAL NOTE: Funding for this item is included in the FY2025 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:
 4/30/2025
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Randall V. Macchi, J.D.
Director, Houston Public Works

WBS No. M-43M009-0011-4

Estimated Spending Authority			
Department	Current FY25	Out Year 1	Total
Houston Public Works	\$500,000.00	\$5,500,000.00	\$6,000,000.00

Amount and Source of Funding:
\$6,000,000.00 from Fund No. 2302 – Stormwater Fund

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Fabio Capillo, Deputy Director	HPW Transportation & Drainage Operations	832.395.6685

ATTACHMENTS:

Description	Type
SAP Documents	Financial Information
Map	Backup Material
OBO Documents	Backup Material
Form B	Backup Material
Ownership Information Form & Tax Report	Backup Material
Pay or Play	Backup Material
Bid Extension Letter	Backup Material
Bid Tabulations	Backup Material
Form 1295	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

District E

Item Creation Date: 12/13/2024

HPW - 20DWO126 Contract Award / T Construction, LLC

Agenda Item#: 47.

Summary:

ORDINANCE awarding contract to **T CONSTRUCTION, LLC** for Miscellaneous Small Diameter Waterline, Fire Hydrant and Valve Rehabilitation and Repairs for Kingwood Area, setting a deadline for the bidder's execution of the contract and delivery of all bonds, insurance, and other required contract documents to the City; holding the bidder in default if it fails to meet the deadlines; providing funding for testing services and contingencies relating to construction of facilities financed by the Water & Sewer System Operating Fund; providing a maximum contract amount - \$4,073,794.00 - Enterprise Fund. - **DISTRICT E - FLICKINGER**

Background:

SUBJECT: Contract Award for Miscellaneous Small Diameter Waterline, Fire Hydrant, Valve Rehabilitation and Repairs for Kingwood Area.

RECOMMENDATION: Award a Construction Contract to T Construction, LLC for Miscellaneous Small Diameter Waterline, Fire Hydrant, Valve Rehabilitation and Repairs for Kingwood Area and allocate funds.

PROJECT NOTICE/JUSTIFICATION: This project will provide for the removal, disposal and installation of new diameter waterline valves, fire hydrants and related work.

DESCRIPTION/SCOPE: This project consists of replacement of small diameter waterline valves that are deteriorated beyond repair. This project includes the replacement of fire hydrants, installation of new valves and the replacement of some small diameter water lines that are associated with the installation of the new valves. The contract duration for this project is 730 calendar days.

LOCATION: The project area is generally bounded by the City Limits.

BIDS: This project was advertised for bidding on September 20, 2024 and bids were received on October 17, 2024. The Four (4) bids are as follows:

	<u>Bidders</u>	<u>Bid Amount</u>
1.	T Construction, LLC	\$3,741,708.29
2.	V&S Construction Company, LLC	\$4,463,099.54
3.	Texkota Enterprises, LLC	\$4,548,232.67
4.	Reytec Construction Resources, Inc.	\$4,642,327.18

AWARD: It is recommended that this construction contract be awarded to T Construction, LLC with a low bid of \$3,741,708.29.

PROJECT COST: The total cost of this project is \$4,073,794.00 to be allocated as follows:

Bid Amount	\$3,741,708.29
Contingency	\$187,085.71
Testing Services	\$145,000.00

Testing Services will be provided by Aviles Engineering Corporation under a previously approved contract.

HIRE HOUSTON FIRST: The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed contractor is a designated HHF company, but they were the successful awardee without application of the HHF preference.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, the contractor has elected to pay into the Contractor Responsibility Fund in compliance with City policy.

M/WSBE PARTICIPATION: The Contractor has submitted the following proposed program to satisfy the 15.00% MBE goal and 8.00% WBE goal for this project.

<u>MBE – Name of Firm</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Contract</u>
T Construction, LLC	Construction Services	\$374,170.83	10.00%
NVT Group, LLC	Construction Services	\$187,085.41	5.00%
	TOTAL	\$561,256.24	15.00%

<u>WBE – Name of Firm</u>	<u>Work Description</u>	<u>Amount</u>	<u>% of Contract</u>
Bevco Company, Inc.	Pipe Fittings and Valve Supplier	\$149,668.33	4.00%
Access Data Supply, Inc.	Pipe Supplier	\$149,668.33	4.00%
	TOTAL	\$299,336.66	8.00%

FISCAL NOTE: Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. S-000700-0088-4

Estimated Spending Authority			
DEPARMENT	FY25	OUT YEARS	TOTAL
Totals	\$1,122,500.00	\$2,951,294.00	\$4,073,794.00

Amount and Source of Funding:

\$4,073,794.00 from Fund No. 8300 - Water and Sewer System Operating Fund

Contact Information:

Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832-395-2456
---------------------------------------	-------------------------------	--------------

Assistant Director		
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832-395-2282
Brian Blum, Assistant Director	FMS – Procurement Fleet and Warehousing	832-395-2717
Cheryl Tatum, Senior Staff Analyst	FMS – Procurement Fleet and Warehousing	832-395-3681

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

District E

Item Creation Date: 12/13/2024

HPW - 20DWO126 Contract Award / T Construction, LLC

Agenda Item#:

Background:

SUBJECT: Contract Award for Miscellaneous Small Diameter Waterline, Fire Hydrant, Valve Rehabilitation and Repairs for Kingwood Area.

RECOMMENDATION: Award a Construction Contract to T Construction, LLC for Miscellaneous Small Diameter Waterline, Fire Hydrant, Valve Rehabilitation and Repairs for Kingwood Area and allocate funds.

PROJECT NOTICE/JUSTIFICATION: This project will provide for the removal, disposal and installation of new diameter waterline valves, fire hydrants and related work.

DESCRIPTION/SCOPE: This project consists of replacement of small diameter waterline valves that are deteriorated beyond repair. This project includes the replacement of fire hydrants, installation of new valves and the replacement of some small diameter water lines that are associated with the installation of the new valves. The contract duration for this project is 730 calendar days.

LOCATION: The project area is generally bounded by the City Limits.

BIDS: This project was advertised for bidding on September 20, 2024 and bids were received on October 17, 2024. The Four (4) bids are as follows:

Bidders	Bid Amount
1. T Construction, LLC	\$3,741,708.29
2. V&S Construction Company, LLC	\$4,463,099.54
3. Texkota Enterprises, LLC	\$4,548,232.67
4. Reytec Construction Resources, Inc.	\$4,642,327.18

AWARD: It is recommended that this construction contract be awarded to T Construction, LLC with a low bid of \$3,741,708.29.

PROJECT COST: The total cost of this project is \$4,073,794.00 to be allocated as follows:

Bid Amount	\$3,741,708.29
Contingency	\$187,085.71
Testing Services	\$145,000.00

Testing Services will be provided by Aviles Engineering Corporation under a previously approved contract.

HIRE HOUSTON FIRST: The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, the proposed contractor is a designated HHF company, but they were the successful awardee without application of the HHF preference.


PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, the contractor has elected to pay into the Contractor Responsibility Fund in compliance with City policy.

M/WSBE PARTICIPATION: The Contractor has submitted the following proposed program to satisfy the 15.00% MBE goal and 8.00% WBE goal for this project.

MBE – Name of Firm	Work Description	Amount	% of Contract
T Construction, LLC	Construction Services	\$374,170.83	10.00%
NVT Group, LLC	Construction Services	\$187,085.41	5.00%
	TOTAL	\$561,256.24	15.00%

WBE – Name of Firm	Work Description	Amount	% of Contract
Bevco Company, Inc.	Pipe Fittings and Valve Supplier	\$149,668.33	4.00%
Access Data Supply, Inc.	Pipe Supplier	<u>\$149,668.33</u>	<u>4.00%</u>
TOTAL		\$299,336.66	8.00%

FISCAL NOTE: Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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5/7/2025

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. S-000700-0088-4

Estimated Spending Authority			
DEPARMENT	FY25	OUT YEARS	TOTAL
Totals	\$1,122,500.00	\$2,951,294.00	\$4,073,794.00

Amount and Source of Funding:
\$4,073,794.00 from Fund No. 8300 - Water and Sewer System Operating Fund

Contact Information:

Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832-395-2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832-395-2282
Brian Blum, Assistant Director	FMS – Procurement Fleet and Warehousing	832-395-2717
Cheryl Tatum, Senior Staff Analyst	FMS – Procurement Fleet and Warehousing	832-395-3681

ATTACHMENTS:

Description	Type
Council District Map	Backup Material
SAP Documents	Backup Material
Form B	Backup Material
Ownership Form & Tax Report	Backup Material
Form 1295	Backup Material
OBO Documents	Backup Material
POP Documents	Backup Material
Bid Tabulation	Backup Material
Bid Extension Letter	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 3/7/2025

HPW – 20FAC2558 CMI Contract / Isani Consultants, L.P.

Agenda Item#: 48.

Summary:

ORDINANCE appropriating \$42,000.00 out of Water & Sewer System Consolidated Construction Fund; approving and authorizing Construction Management and Inspection Services Contract between City of Houston and **ISANI CONSULTANTS, L.P.** for Large Diameter Waterline Projects; providing funding for CIP Cost Recovery financed by the Water & Sewer System Consolidated Construction Fund

Background:

SUBJECT: Professional Construction Management and Inspection Services Contract between the City of Houston and Isani Consultants, L.P. for Large Diameter Waterline Projects.

RECOMMENDATION: Approve a Professional Construction Management and Inspection Services Contract with Isani Consultants, L.P. for Large Diameter Waterline Projects and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the City's Capital Improvement Plan (CIP) for Large Diameter Waterline Projects.

DESCRIPTION/SCOPE: This contract provides for Construction Management and Inspection Services for Capital Projects in connection with Large Diameter Waterline Projects.

LOCATION: The projects are located throughout the City of Houston.

SCOPE OF CONTRACT AND FEE: This contract will provide Construction Management and Inspection Services, including contract administration, processing pay estimates, coordinating schedules, evaluating proposals and change orders, site representation, inspection, document control, project closeout, constructability review, and other tasks requested by the Director of Houston Public Works.

Project funding for construction management services will be appropriated with the contract award. The requested appropriation of \$40,000.00 will provide for limited pre-construction review and preparation as required.

The total requested appropriation is \$42,000.00 to be appropriated as follows: \$40,000.00 for contract services and \$2,000.00 for CIP Cost Recovery.

PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Contractor provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: Isani Consultants, L.P., has proposed the following firms to achieve the 24.00% goal for this project.

<u>Name of Firm</u>	<u>Work Description</u>	<u>Amount</u>	<u>Percentage</u>
1. Lloyd, Smitha and Associates, LLC	Construction Managment Engineering Services	<u>\$9,600.00</u>	<u>24.00%</u>
Total		\$9,600.00	24.00%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. S-000020-0090-4

Amount and Source of Funding:

\$42,000.00 - Fund No. 8500 – Water and Sewer System Consolidated Construction Fund

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos Mengesha, Assistant Director	HPW-Facilities Delivery Line	832.395.2365

ATTACHMENTS:

Description

Signed Coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 3/7/2025

HPW – 20FAC2558 CMI Contract / Isani Consultants, L.P.

Agenda Item#:

Background:

SUBJECT: Professional Construction Management and Inspection Services Contract between the City of Houston and Isani Consultants, L.P. for Large Diameter Waterline Projects.

RECOMMENDATION: Approve a Professional Construction Management and Inspection Services Contract with Isani Consultants, L.P. for Large Diameter Waterline Projects and appropriate funds.

PROJECT NOTICE/JUSTIFICATION: This project is part of the City's Capital Improvement Plan (CIP) for Large Diameter Waterline Projects.

DESCRIPTION/SCOPE: This contract provides for Construction Management and Inspection Services for Capital Projects in connection with Large Diameter Waterline Projects.

LOCATION: The projects are located throughout the City of Houston.

SCOPE OF CONTRACT AND FEE: This contract will provide Construction Management and Inspection Services, including contract administration, processing pay estimates, coordinating schedules, evaluating proposals and change orders, site representation, inspection, document control, project closeout, constructability review, and other tasks requested by the Director of Houston Public Works.

Project funding for construction management services will be appropriated with the contract award. The requested appropriation of \$40,000.00 will provide for limited pre-construction review and preparation as required.

The total requested appropriation is \$42,000.00 to be appropriated as follows: \$40,000.00 for contract services and \$2,000.00 for CIP Cost Recovery.


PAY OR PLAY PROGRAM: The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, the Contractor provides health benefits to eligible employees in compliance with City policy.

M/WBE PARTICIPATION: Isani Consultants, L.P., has proposed the following firms to achieve the 24.00% goal for this project.

<u>Name of Firm</u>	<u>Work Description</u>	<u>Amount</u>	<u>Percentage</u>
1. Lloyd, Smitha and Associates, LLC	Construction Managment Engineering Services	<u>\$9,600.00</u>	<u>24.00%</u>
Total		\$9,600.00	24.00%

FISCAL NOTE: No significant Fiscal Operating impact is anticipated as a result of this project.

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5/7/2025

Randall V. Macchi, JD
Director, Houston Public Works

WBS No. S-000020-0090-4

Amount and Source of Funding:

\$42,000.00 - Fund No. 8500 – Water and Sewer System Consolidated Construction Fund

Contact Information:

Name	Service Line	Contact No.
Roberto Medina, Assistant Director	DO-HPW Council Liaison Office	832.395.2456
Maria Perez, HPW Agenda Coordinator	DO-HPW Council Liaison Office	832.395.2282
Markos Mengesha, Assistant Director	HPW-Facilities Delivery Line	832.395.2365

ATTACHMENTS:

Description	Type
Map	Backup Material
SAP Documents	Financial Information
OBO Documents	Backup Material
Form B	Backup Material
Ownership Information Form & Tax Report	Backup Material
Pay or Play	Backup Material
Form 1295	Backup Material



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/20/2025

ALL

Item Creation Date: 5/5/2025

SR1443157251 - HPD Vehicles (Lake Country Chevrolet, Silsbee Ford, and Silsbee Toyota) - MOTION

Agenda Item#: 49.

Summary:

LAKE COUNTRY CHEVROLET - \$186,555.00; SILSBEE FORD - \$445,213.67 and SILSBEE TOYOTA \$509,103.20, for Purchase of Chevrolet Tahoe Vehicles, Ford Police Interceptor, Explorers, Rangers and F-150 Vehicles and Toyota 4Runners, Highlanders, Tacomas and Tundra Vehicles through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Police Department - Grant and Other Funds

TAGGED BY COUNCIL MEMBER KAMIN

This was Item 15 on Agenda of May 14, 2025

Background:

SR1443157251 – Approve the purchase of Chevrolet Tahoe vehicles in the total amount of \$186,555.00 with Lake Country Chevrolet; Ford Police Interceptor, Explorer, Ranger and F-150 vehicles in the total amount of \$445,213.67 with Silsbee Ford; and Toyota 4Runner, Highlander, Tacoma and Tundra vehicles in the total amount of \$509,103.20 with Silsbee Toyota through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Police Department.

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve the purchase of three (3) Chevrolet Tahoe's in the total amount of **\$186,555.00** with **Lake County Chevrolet**; one (1) Ford Police Interceptor, two (2) Ford Explorers, three (3) Ranger's and four (4) F-150's in the total amount of **\$445,213.67** with **Silsbee Ford**; and two (2) Toyota 4Runner's, four (4) Toyota Highlander's, two (2) Toyota Tacoma's and three (3) Toyota Tundra's in the total amount of **\$509,103.20** with **Silsbee Toyota** through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Police Department.

The Fleet Management Department has vetted and approved the purchase of these vehicles. These vehicles will replace existing vehicles that have reached their life expectancy and will be sent to auction for disposal.

Lake Country Chevrolet – award purchases in the total amount of \$186,555.00

Silsbee Ford – award purchases in the total amount of \$445,213.67

Silsbee Toyota – award purchases in the total amount of \$509,103.20

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

M/WBE Subcontracting:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

No Fiscal Note is required on grant items.

Jedediah Greenfield
Chief Procurement Officer

Department Approval Authority

<u>Estimated Spending Authority:</u>

Department	FY2025	Out Years	Total
Fleet Management Department	\$1,140,871.87	\$0.00	\$1,140,871.87

Amount and Source of Funding:

\$1,071,674.95 – Auto Dealers Fund (2200)

\$69,196.92 - State - Grant Fund (5010)

\$1,140,871.87 - Total

Contact Information:

Jedediah Greenfield, Chief Procurement Officer – (832) 393-9126

Gary Glasscock, Director (832) 393-6901

ATTACHMENTS:

Description

Signed coversheet

Type

Signed Cover sheet



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 5/13/2025

ALL

Item Creation Date: 5/5/2025

SR1443157251 - HPD Vehicles (Lake Country Chevrolet, Silsbee Ford, and Silsbee Toyota) - MOTION

Agenda Item#: 17.

Background:

SR1443157251 – Approve the purchase of Chevrolet Tahoe vehicles in the total amount of \$186,555.00 with Lake Country Chevrolet; Ford Police Interceptor, Explorer, Ranger and F-150 vehicles in the total amount of \$445,213.67 with Silsbee Ford; and Toyota 4Runner, Highlander, Tacoma and Tundra vehicles in the total amount of \$ with Silsbee Toyota through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Police Department.

Specific Explanation:

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve the purchase of three (3) Chevrolet Tahoe's in the total amount of **\$186,555.00** with **Lake County Chevrolet**; one (1) Ford Police Interceptor, two (2) Ford Explorers, three (3) Ranger's and four (4) F-150's in the total amount of **\$445,213.67** with **Silsbee Ford**; and two (2) Toyota 4Runner's, four (4) Toyota Highlander's, two (2) Toyota Tacoma's and three (3) Toyota Tundra's in the total amount of **\$509,103.20** with **Silsbee Toyota** through The Interlocal Purchasing System Cooperative (TIPS) for the Fleet Management Department on behalf of the Houston Police Department.

The Fleet Management Department has vetted and approved the purchase of these vehicles. These vehicles will replace existing vehicles that have reached their life expectancy and will be sent to auction for disposal.

Lake Country Chevrolet – award purchases in the total amount of \$186,555.00

Silsbee Ford – award purchases in the total amount of \$445,213.67

Silsbee Toyota – award purchases in the total amount of \$509,103.20

This recommendation is made pursuant to subsection 271.102(c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services from a cooperative purchasing program or organization satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

M/WBE Subcontracting:

M/WBE Zero Percentage Goal Document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a Cooperative Purchasing Agreement for this purchase.

Fiscal Note:

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

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Jedediah Greenfield
Chief Procurement Officer

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5/6/2025

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Department Approval Authority

Estimated Spending Authority:

Department	FY2025	Out Years	Total
Fleet Management Department	\$1,140,871.87	\$0.00	\$1,140,871.87

Amount and Source of Funding:

\$1,140,871.87 – General Fund (1000)

Contact Information:

Jedediah Greenfield, Chief Procurement Officer – (832) 393-9126

Gary Glasscock, Director (832) 393-6901

ATTACHMENTS:

Description	Type
Tax Report	Backup Material
Cooperative Justification Forms	Backup Material
Quotes	Backup Material
MWBE Goal Waiver	Backup Material
Certification of Funds	Financial Information