

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING AGENDA  
JANUARY 25, 2021  
CITY HALL, 3200 DIANA DRIVE**

The Work Session and Regular Session are open to the public and citizens are welcome to attend. However, due to the current Coronavirus (COVID-19) outbreak in our area and in an effort to abide by social distancing recommendations, we encourage citizens wishing to participate in the meeting to email your comment to City Secretary Cathy Bourg at [cbourg@richlandhills.com](mailto:cbourg@richlandhills.com) by 5:00 p.m. on Monday, January 25<sup>th</sup>. Your comment will be read aloud during Item 1B *Citizen Appearances/Public Comments*.

Some members of the City Council may be unable to attend and will be participating by video conference or phone. If you would like to join and participate in the meeting by video conference or phone, you may do so via the following options:

- **Online via Zoom:** Go to [zoom.us](https://zoom.us), Join a Meeting, and enter Meeting ID 895 5367 5661 and the host will allow you to enter the virtual meeting. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.
- **By Phone:** Please call (346) 248-7799 and enter Meeting ID 895 5367 5661 and provide your name and address. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.

Like all City Council meetings, the Work Session and Regular Session will be broadcast live over the City of Richland Hills website for those who wish to watch from home.

**CITY COUNCIL WORK SESSION – 6:00 PM**

1. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act). Refer to posted list attached hereto and incorporated herein.
2. Discuss items and presentations listed on tonight's City Council Agenda.

**REGULAR SESSION – 7:00 PM**

**CALL TO ORDER**

**INVOCATION AND PLEDGES OF ALLEGIANCE**

**1. PRESENTATIONS**

- A. Employee Service Award
- B. Citizen Appearances/Public Comments

Citizen comments emailed to Cathy Bourg ([cbourg@richlandhills.com](mailto:cbourg@richlandhills.com)) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council will also be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.

## **2. CONSENT AGENDA**

All items listed below are considered to be routine by the City Council and will be enacted with one motion. There will be no separate discussion of the consent agenda items, unless a Councilmember or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence. Approval of the consent agenda authorizes the City Manager to implement each item in accordance with staff recommendations.

- A. Approve minutes from the January 11, 2021 City Council Regular Meeting
- B. Approve Interlocal Agreement with Tarrant County for reconstruction of Vance Road and Dreeben Drive
- C. Approve Interlocal Agreement with the Birdville Independent School District for reconstruction of Dreeben Drive
- D. Approve renewal of Bank Depository Contract with JPMorgan Chase Bank, N.A.

## **3. PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS**

- A. Consider Ordinance 1425-21 approving and adopting a revised Fiscal Year 2021 General Fund Budget **PUBLIC HEARING**

## **4. ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS**

- A. None

**5. CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS**

- A. None

**6. OTHER ITEMS FOR CONSIDERATION**

- A. Consider purchase of furniture, fixtures and equipment from GL Seaman & Company for the Police Station renovation project
- B. Consider consolidation of two part-time Police Department positions into one full-time position

**7. REPORTS & DISCUSSIONS**

- A. Fire Station Project Update
- B. Police Station Project Update
- C. December Department Reports

**8. COMMUNITY INTEREST ITEMS**

This is a standing item on the agenda of every regular meeting of the City Council. (The Texas Open Meetings Act effective September 1, 2009, provides that *“a quorum of the city council may receive from municipal staff, and a member of the governing body may make, a report regarding items of community interest during a council meeting without having given notice of the subject of the report, provided no action is taken or discussed.”* The Open Meetings Act does not allow Council to discuss an item concerning pending City Council business unless it is specifically, appropriately posted on the agenda.) An “item of community interest” includes the following:

- information regarding holiday schedules;
- honorary recognitions of city officials, employees, or other citizens;
- reminders about upcoming events sponsored by the city or other entity that is scheduled to be attended by a city official or city employee; and
- announcements involving imminent public health and safety threats to the city

**9. EXECUTIVE SESSION**

**Executive Session:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act). Refer to

posted list attached hereto and incorporated herein. **Executive Session may be held, under these exceptions, at any time during the meeting that a need arises for the City Council to seek advice from the City Attorney as to the posted subject matter of this City Council meeting.**

Reconvene into open session for possible action resulting from any items posted and legally discussed in Executive Session.

## 10. ADJOURNMENT

### CERTIFICATE

I hereby certify that the above agenda was posted on this the **21<sup>st</sup> day of January 2021 by 5:30 p.m.**, on the official bulletin board at the Richland Hills City Hall, 3200 Diana Drive, Richland Hills, Texas.

***Cathy Bourg***

Cathy Bourg  
City Secretary



### ACCESSIBILITY STATEMENT

The Facility is wheelchair accessible. If you plan to attend this meeting and you have a disability that requires special arrangements at the meeting, please notify the City Secretary 48 hours in advance of the meeting so that reasonable accommodations can be made. City of Richland Hills (817) 616-3810.

**EXECUTIVE SESSION:** Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, executive session may be held under one or more of Sections 551.071, 551.072, 551.073, 551.074, 551.076, 551.087, 413.183 (f) and 418.106 (d) & (e), either at the end of the Regular Session or at any time during the meeting on any item on the agenda if a need arises for the City Council to seek advice from the City Attorney or otherwise convene in closed session as permitted by such sections of the Open Meetings Act. The City Council may take action on any agenda item listed for executive session consideration upon reconvening in open session. Please refer to agenda for the items posted. The sections referenced above are generally described as follows:

#### **Section 551.071: Consultation with Attorney**

The City Council may conduct a private consultation with its attorney when the City Council seeks the advice of its attorney concerning any item on this agenda, about pending and contemplated litigation, or a settlement offer, or on a matter in which the duty

of the attorney to the City Council under the Texas Disciplinary Rules of Professional Conduct of the State Board of Texas clearly conflicts with Chapter 551.

**Section 551.072: Deliberation regarding real property**

The City Council may conduct a closed meeting to deliberate the purchase, exchange, lease or value of real property.

**Section 551.073: Deliberation regarding Prospective Gift or Donation**

The City Council may conduct a closed meeting to deliberate a negotiated contract for a prospective gift or donation to the City.

**Section 551.074: Deliberation regarding Personnel Matters**

The City Council may deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public officers, including the City Manager, City Secretary, City Attorney, Municipal Judge, and non-advisory city boards and commission members. A complete list of the city boards and commissions and the membership of those boards and commissions is on file in the City Secretary's Office.

**Section 551.076: Deliberation regarding Security Devices**

The City Council may deliberate the deployment, or specific occasions for implementation of security personnel or devices.

**Section 551.087: Deliberation regarding Economic Development Negotiations**

The City Council may discuss or deliberate regarding commercial or financial information received from a business prospect that the city seeks to have locate, stay or expand in or near the city and which the City is conducting economic development negotiations or to deliberate the offer of a financial or other incentive to a business prospect; particularly, discussion with economic development specialist regarding potential economic incentive agreement for development of real property.

**Section 418.183(f): Texas Disaster Act**

The City Council may deliberate information: (1) for purposes of preventing, investigating, or responding to an act of terrorism or related criminal activity and involving emergency response providers, their staffing, contact information and tactical plans; (2) that relates to the risk or vulnerability of persons or property, including infrastructure, to an act of terrorism; (3) that relates to the assembly of an explosive weapon, the location of a material that may be used in a chemical, biological or radioactive weapon, or unpublished information pertaining to vaccines or devices to detect biological agents or toxins; (4) that relates to details of the encryption codes or security keys for a public communication system; (5) that relates to a terrorism-related report to an agency of the United States; (6) that relates to technical details of particular vulnerabilities of critical infrastructure to an act of terrorism; (7) that relates to information regarding security measures or security systems intended to protect public and private property from an act of terrorism; or (8) any other topic subject to discussion in closed session pursuant to the Texas Disaster Act.

**Section 418.106(d) & (e): Local Meetings to Discuss Emergency Management Plans regarding Pipeline Safety**

The City Council may discuss emergency management plans providing for disaster mitigation, preparedness, response and recovery in executive session when those plans contain sensitive information relating to critical infrastructure or facilities, and the safety or security of the infrastructures or facilities could be jeopardized by disclosure of the emergency management plan.

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Cathy Bourg, City Secretary

Date: January 25, 2021

Subject: Employee Service Award

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## **Agenda Item:**

Presentation of a 15-year Service Award to Sheena McEachran, Police Captain with the Richland Hills Police Department.

## **Background Information:**

Captain McEachran began her career with the City of Richland Hills in 2005 as a Patrol Officer for the Richland Hills Police Department. She began serving as a Patrol Officer In-Charge in 2008. In 2012, she became the department's Crime Prevention Officer and in 2014 was promoted to Administrative Sergeant. She was further promoted to Captain in 2017 and is currently the Support Services Captain. She has now been with the department for 15 years.

Captain McEachran holds a Master Peace Officer certification from the Texas Commission on Law Enforcement. She is also one of the department's Public Information Officers, Mental Health Peace Officers, Background Investigators, Certified Crime Prevention Specialists, Police Instructor and Field Training Officers. In 2016, she was recognized by her peers and received the department's Officer of the Year award.

She additionally served 6 years in the U.S. Army Reserves in a Military Police combat unit and from 2003-2004 completed a yearlong deployment to Iraq in support of Operation Iraqi Freedom.

Captain McEachran is a graduate of the Institute for Law Enforcement Administration's 94th School of Police Supervision and the 56th School of Executive Leadership School. She has further taken various courses at Weatherford College, Richland College, and is currently working on her bachelor's degree in Criminal Justice Administration from Tarleton State University.

Captain McEachran is married to Wayne McEachran, who is a Police Officer with the North Richland Hills Police Department and together they have 5 children.

**Financial Considerations:**

N/A

**Legal Review:**

N/A

**Board/Citizen Input:**

N/A

**Attachments:**

N/A

**Council Action Requested:**

No Council Action

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Cathy Bourg, City Secretary

Date: January 25, 2021

Subject: Minutes from the January 11, 2021 Regular City Council Meeting

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## **Agenda Item:**

Approval of minutes from the January 11, 2021 City Council Regular Meeting

## **Background Information:**

N/A

## **Financial Considerations:**

N/A

## **Legal Review:**

N/A

## **Board/Citizen Input:**

N/A

## **Attachments:**

January 11, 2021 Draft Minutes

## **Council Action Requested:**

Motion to approve the minutes from the January 11, 2021 Regular City Council meeting

**RICHLAND HILLS CITY COUNCIL  
REGULAR MEETING  
JANUARY 11, 2021  
DRAFT MINUTES**

Roll Call:

Council present

Edward Lopez, Mayor  
Douglas Knowlton, Place 1  
Stacey L. Morse, Place 2  
Curtis A Bergthold, Mayor Pro Tem  
Javier Alvarez, Place 4  
Athena Campbell, Place 5

Council absent

Staff present

Candice Edmondson, City Manager  
Cathy Bourg, City Secretary

Staff present via Zoom

Betsy Elam, City Attorney

The Regular Session is open to the public and citizens are welcome to attend. However, due to the current Coronavirus (COVID-19) outbreak in our area and in an effort to abide by social distancing recommendations, we encourage citizens wishing to participate in the meeting to email your comment to City Secretary Cathy Bourg at [cbourg@richlandhills.com](mailto:cbourg@richlandhills.com) by 5:00 p.m. on Monday, January 11<sup>th</sup>. Your comment will be read aloud during Item 1A *Citizen Appearances/Public Comments*. If you would like to join and participate in the meeting by video conference or phone, you may do so via the following options:

- **Online via Zoom:** Go to [zoom.us](https://zoom.us), Join a Meeting, and enter Meeting ID 852 6553 1234 and the host will allow you to enter the virtual meeting. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.
- **By Phone:** Please call (346) 248-7799 and enter Meeting ID 852 6553 1234 and provide your name and address. The host will ask you what item you would like to speak on, and you will be called upon when that item is presented to address the City Council.

**REGULAR SESSION – Mayor Lopez Called to Order – Time 6:00 p.m.**

**Invocation** – Mayor Lopez

**1. PRESENTATIONS**

**A. Citizen Appearances/Public Comments**

**Citizen comments emailed to Cathy Bourg (cbourg@richlandhills.com) on an item either listed on this agenda or not listed on this agenda will be heard at this time. Citizens in attendance at the meeting who have signed a card to speak to the City Council will also be heard at this time. In compliance with the Texas Open Meetings Act, unless the subject matter of the presentation is on the agenda, the city staff and City Council members are prevented from discussion of the subject and may respond only with statements of factual information or existing city policy. Public comment will not be taken on items that the Council has previously considered in a public hearing.**

None

### **CONSENT AGENDA**

**2A. Approve minutes from the December 14, 2020 City Council Regular Meeting**

**2B. Approve Resolution 531-21 authorizing participation in the 791 Purchasing Cooperative offered by the Region 15 Education Service Center**

**Motion:** Motion was made by Councilmember Campbell and seconded by Councilmember Knowlton to approve the consent agenda.

Motion carried by a vote of 5-0.

### **PUBLIC HEARINGS, MEETINGS, AND OTHER RELATED ITEMS**

**3A. FY 2022 Budget Public Forum**

Candice Edmondson, City Manager presented information regarding the FY 2022 Budget Public Form. The City Charter states the following: "In January, the City Council will hold a Public Forum for the express purpose of obtaining citizen comments on items they would like to see included or considered in the budget for the upcoming year."

Mayor Lopez opened the floor to anyone wishing to speak in the Public Forum. There were no speakers.

City Council discussed the following budget items:

- Purchasing limit report
- Animal Shelter
- Sales Tax Revenue
- CARES Funds
- COVID-19 ongoing cost and tracking
- Hiring/Staffing needs for Police, Fire and Public Works
- Vehicle Purchases
- Budget Work Session in March
- Street Fund

## **ORDINANCES & RESOLUTIONS AND OTHER RELATED ITEMS**

**4A. None**

## **CONTRACTS, AGREEMENTS, BID AWARDS AND OTHER RELATED ITEMS**

**5A. None**

## **OTHER ITEMS FOR CONSIDERATION**

**6A. None**

## **REPORTS & DISCUSSIONS**

### **7A. New Integrated Library System and Consortium**

Chantel Hancock, Library Director gave a report on the new Integrated Library System and Consortium.

For over 20 years, the MetrOPAC has functioned as a consortium ultimately consisting of the public libraries of Benbrook, Burleson, Fort Worth, Haltom City, Keller, Richland Hills and Watauga. In FY 2020, Manya Shorr, Fort Worth Public Library Director, announced the MetrOPAC contract required changes to reflect a service provider model rather than a true consortium. All participating libraries would be required to match their lending policies (check out times and limits, fees, reserves, etc.) with Fort Worth policies, the courier schedule would be determined by Fort Worth, and the cost for administration and maintenance of the ILS and courier fees most likely would increase. In essence, the Richland Hills Public Library and any other libraries remaining in the MetrOPAC would lose their autonomy and function as a branch of FWPL. Benbrook withdrew from the MetrOPAC effective November 2020. For the above reasons, the five (5) remaining libraries asked for additional time to research possible alternatives to remaining in the MetrOPAC. A one-year agreement extension was signed to allow the libraries time to vet possible options.

After extensive research and discussion, the libraries ultimately decided to go with creating a new consortium without Fort Worth and with the addition of the Forest Hill Public Library using Koha. Koha is one of the fastest growing ILS systems in Texas, which will make partnering with more libraries easier and less expensive. There are several public libraries in the area that use Koha, and a few have expressed interest in this new consortium. Also, it is easier to use, can be customized differently for each library and has a reputation for great customer service. Of the other four (4) ILSs examined, Polaris and TLC are much more expensive. Apollo and Evergreen are similar in price to Koha but did not meet the individual libraries' needs as well. Additionally, the North Richland Hills

Library recently made a change from Evergreen to Koha. They have expressed an interest in eventually joining this new consortium and that possibility makes Koha the most attractive option especially for Richland Hills, Haltom City and Watauga.

## **8. COMMUNITY INTEREST ITEMS**

- Link Membership Sale - Purchase your discounted Link membership thru January 15 to begin the new year with a new you! You can get savings up to \$198 on an annual paid in full membership.
- Senior Lunch Bunch Curbside - Thursday, January 14; 12 noon – 1 PM; The Link Parking Lot. Free for seniors 55 and older. Advanced registration is required, and spots are limited. Times are 12 noon to 12:30 PM or 12:30 PM to 1PM.
- Tarrant County Food Pantry - Thursday, January 14; 5:30 PM – 7PM; The Link Parking Lot, free groceries for any Tarrant County resident provided curbside at The Link's parking lot. Sponsored by Trinity Point Church.
- Nailed It Baking Challenge - To participate stop by the library Jan. 12th-15th to pick up your materials (picture, cake mix, icing, decorating supplies and pans). Then go home and bake! Take a picture of your cake that you've re-created and upload it to Facebook or Instagram and tag us @richlandhillspubliclibrary by Jan. 19th at 8PM. The winner will be chosen on Jan. 26th!
- Weekly Library Video Schedule - Wednesday: Youtube Storytime @ 11am; Friday: Youtube Activity Time @ 10am; Friday: Facebook Live Craft Time @ 4pm
- AARP Free Tax Help - We are currently taking appointments. More info will be provided from the AARP closer to the appointment date regarding in-person or curbside service.
- Free Craft Kits for kids - New kits every week with different themes. Stop by the library and pick one up. Tuesday – Friday 9a -8p
- Free Home Delivery - We offer free porch drop of library items to Richland Hills residents in the city limits. Call the library and ask for Anne or Chantele to schedule.
- Vax Shack at the Animal Shelter – 4th Thursday of each month
- Tarrant County Public Health COVID-19 Vaccination Efforts – The Hurst Conference Center will open as a vaccination site on Tuesday, January 12<sup>th</sup> and will provide vaccines to approximately 2,000 per day. Individuals must register for vaccination through the county and meet the county's criteria. (First Responders, Health Care Workers, be 65 years or older, be 16 years or older with underlying health issues). Arlington will also be opening a distribution site.

## **9. Executive Session: Pursuant to the Open Meetings Act, Chapter 551, Texas Government Code, Sec. 551.071, Sec. 551.072, Sec. 551.073, Sec. 551.074, Sec. 551.076, Sec. 551.087 and Sec. 418.0183 (f) and 418.106 (d) & (e) of the Texas Government Code (Texas Disaster Act).**

None

## **10. A motion was made by Councilmember Morse and seconded by Councilmember Bergthold to adjourn.**

Motion carried by a vote of 5-0.

There being no further business to come before the City Council, Mayor Lopez declared the meeting adjourned at 6:30 p.m.

**ATTEST**

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Cathy Bourg, City Secretary

**APPROVED**

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Edward Lopez, Mayor

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Scott Mitchell, Director of Neighborhood Services

Date: January 25, 2021

Subject: Interlocal Agreement with Tarrant County for reconstruction of Vance Road and Dreeben Drive

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## **Agenda Item:**

Approve Interlocal Agreement with Tarrant County for reconstruction of Vance Road and Dreeben Drive

## **Background Information:**

The Texas Government Code (791.001 – 791.029) allows counties and cities to enter into shared cost agreements for the rehabilitation of primary and secondary feeder roads for the benefit of the public.

The proposed Interlocal Agreement covers two separate projects: partial reconstruction of Vance Road from SH 10 to Dover Lane and reconstruction of Dreeben Drive from SH 10 to 250 feet north of Allena Lane. The agreement stipulates the County will provide labor and equipment needed to assist the City in completing the projects. The City will furnish and pay for actual cost of materials, as well as half of the fuel used to construct the projects. The City also agrees to adjust all utilities, manholes and valve boxes for the projects. Engineering, surveying and any laboratory testing is also the responsibility of the City.

Reconstruction of Vance Road was approved during the FY 2021 Budget process as a Street Improvements Fund project. Dreeben Drive has been damaged by the construction traffic and excavation of a new water line for the Cheney Hills Elementary School. The Birdville Independent School District has agreed to reimburse the City for repair of Dreeben Drive due to the damage caused by the construction activity. City Council will be considering an Interlocal Agreement between the City and BISD for the reconstruction of Dreeben Drive under a separate agenda item.

**Financial Considerations:**

Tarrant County estimates the Richland Hills' portion of the cost to reconstruct Vance Road will be \$121,805.16. Funding is available in the FY 2021 Street Improvements Fund.

Tarrant County estimates the Richland Hills' portion of the cost to reconstruct Dreeben Drive will be \$103,183.71. BISD will reimburse Richland Hills for all costs associated with the reconstruction project per terms of the Interlocal Agreement between the school district and City.

**Legal Review:**

The City Attorney has reviewed and approved the Interlocal Agreement

**Board/Citizen Input:**

N/A

**Attachments:**

Interlocal Agreement between City of Richland Hills and Tarrant County  
Tarrant County Project Summary – Vance Road  
Tarrant County Project Summary – Dreeben Drive

**Council Action Requested:**

Motion to approve Interlocal Agreement with Tarrant County for reconstruction of Vance Road and Dreeben Drive

**THE STATE OF TEXAS**

**INTERLOCAL AGREEMENT**

**COUNTY OF TARRANT**

This Interlocal Agreement is between Tarrant County, Texas ("COUNTY"), and the City of Richland Hills ("CITY").

WHEREAS, the CITY is requesting the COUNTY's assistance to:

- Partially Rehabilitate and Resurface **Vance Road** located within the City of Richland Hills from SH 10 to Dover Lane (Approximately 2,480 linear feet).
- Rehabilitate and Resurface **Dreeben Drive** within the City of Richland Hills from SH 10 to 250 ft north of Allena Lane (Approximately 1,575 linear feet).

Hereinafter, collectively referred to as the "**Project**".

WHEREAS, the Interlocal Cooperation Act contained in Chapter 791 of the Texas Government Code provides legal authority for the parties to enter into this Agreement; and

WHEREAS, during the performance of the governmental functions and the payment for the performance of those governmental functions under this Agreement, the parties will make the performance and payment from current revenues legally available to that party; and

WHEREAS, the Commissioners Court of the COUNTY and the City Council of the CITY each make the following findings:

- a. This Agreement serves the common interests of both parties;
- b. This Agreement will benefit the public;
- c. The division of costs fairly compensates both parties to this Agreement; and
- d. The CITY and the COUNTY have authorized their representative to sign this Agreement.
- e. Both parties acknowledge that they are each a "governmental entity" and not a "business entity" as those terms are defined in Tex. Gov't Code § 2252.908, and therefore, no disclosure of interested parties pursuant to Tex. Gov't Code Section 2252.908 is required.

NOW, THEREFORE, the COUNTY and the CITY agree as follows:

## **TERMS AND CONDITIONS**

### **1. COUNTY RESPONSIBILITY**

The COUNTY will furnish the labor and equipment to assist the CITY in completing the Project:

- **Vance Road:** Following milling and removal of the excess materials by the CITY, the COUNTY will make localized full depth repairs on the north section of the project. Between Hovenkamp Avenue and Bridges Avenue, the COUNTY will stabilize the exposed subgrade, regrade, shape, and prime the roadbed, and place two inches of asphalt base. The COUNTY will then place two inches of asphalt surface over the entire length of the project and clean the project jobsite.
- **Dreeben Drive:** Following milling and removal of the excess materials by the CITY, the COUNTY will stabilize the exposed subgrade, regrade, shape, and prime the roadbed, place two inches asphalt base, place two inches of asphalt surface, and clean the project jobsite.

### **2. CITY RESPONSIBILITY**

- 2.1 The CITY will furnish and pay for the actual cost of the materials, including any delivery or freight cost. The CITY will provide a purchase order and will be billed directly by the material supplier. The COUNTY may accumulate and bill the CITY for incidental material cost.
- 2.2 The CITY will pay for one-half of the COUNTY's fuel used to construct this Project. The COUNTY will invoice the CITY for the fuel consumed at the conclusion of the Project.
- 2.3 The CITY will be responsible for all traffic control necessary to safely construct this project. This responsibility includes all advance notices, signage, barricades, pilot vehicles, and flagmen necessary to control traffic in and around the construction site. The CITY will be responsible for and provide portable message boards to supplement traffic control as needed.
- 2.4 The CITY will make all necessary repairs and preparations to the existing roadway prior to the COUNTY starting work.

- 2.5 The CITY will adjust all utilities, manholes and valve boxes for this Project.
- 2.6 The CITY will provide the COUNTY with a hydrant meter and all the water necessary for construction of the Project at no cost to the COUNTY.
- 2.7 The CITY will provide or pay for any engineering, survey, and laboratory testing required for this Project.
- 2.8 The CITY will furnish a nearby site for dumping all spoils and waste materials generated during construction of this Project.
- 2.9 The CITY will provide the material to backfill the pavement edges for this project.
- 2.10 If required, the CITY will be responsible for the design and development of a Storm Water Pollution Prevention Plan (SWPPP). The CITY further agrees to pay for all cost (including sub-contractor materials, labor and equipment) associated with the implementation of the plan. The COUNTY will be responsible for maintenance of the plan during the duration of the Project. Documentation and record keeping of the SWPPP will be the responsibility of the CITY.

### **3. PROCEDURES DURING PROJECT**

COUNTY retains the right to inspect and reject all materials provided for this Project.

If the CITY has a complaint regarding the construction of the project, the CITY must complain in writing to the COUNTY no later than 30 days of the date of project completion.

### **4. NO WAIVER OF IMMUNITY**

This Agreement does not waive COUNTY rights under a legal theory of sovereign immunity. This Agreement does not waive CITY rights under a legal theory of sovereign immunity.

### **5. OPTIONAL SERVICES**

- 5.1 If requested by the CITY, the COUNTY will apply permanent striping coordinated through the Transportation Department. Application of striping by the COUNTY is limited to Project roadways. If the CITY desires permanent striping applied to any roadways or portions of roadways not covered by this Agreement, the CITY will need to enter into a separate agreement with the COUNTY for the provision of those services.
- 5.2 If requested by the CITY, the CITY will reimburse the COUNTY for actual cost of any overtime hours the CITY requires the COUNTY to

provide watering the roadway for dust control after regular work hours.

#### **6. TIME PERIOD FOR COMPLETION**

The CITY will give the COUNTY notice to proceed at the appropriate time. However, the COUNTY is under no duty to commence construction at any particular time.

#### **7. THIRD PARTY**

This contract shall not be interpreted to inure to the benefit of a third party not a party to this contract. This contract may not be interpreted to waive any statutory or common law defense, immunity, including governmental and sovereign immunity, or any limitation of liability, responsibility, or damage of any party to this contract, party's agent, or party's employee, otherwise provided by law.

#### **8. JOINT VENTURE & AGENCY**

The relationship between the parties to this Agreement does not create a partnership or joint venture between the parties. This Agreement does not appoint any party as agent for the other party.

#### **9. EFFECTIVE DATE**

This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed.

#### **10. TERMINATION**

This Agreement will automatically terminate on either December 31, 2021 or on the date the project is completed, whichever occurs first. Notwithstanding the foregoing, or any other language to the contrary, either party may terminate this Agreement without cause upon thirty (30) days' written notice to the other party prior to the intended date of termination. In the event of termination by either party, neither party shall have any further obligations to the other party under this Agreement, except that the CITY remains liable to the COUNTY for any outstanding invoice for materials that the COUNTY provides for the project, if any.

**TARRANT COUNTY, TEXAS**

**CITY OF RICHLAND HILLS**

\_\_\_\_\_  
B. Glen Whitley  
County Judge

\_\_\_\_\_  
Candice Edmondson  
City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Gary Fickes  
Commissioner, Precinct 3

\_\_\_\_\_  
Scott Mitchell  
Director of Neighborhood Services

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_

APPROVED AS TO FORM\*

APPROVED AS TO FORM AND LEGALITY

\_\_\_\_\_  
Criminal District Attorney's Office\*

\_\_\_\_\_  
City Attorney

\* By law, the Criminal District Attorney's Office may only approve contracts for its clients. We reviewed this document as to form from our client's legal perspective. Other parties may not rely on this approval. Instead those parties should seek contract review from independent counsel.

# Vance Road (Part Rehab)

(City of Richland Hills)

12/4/2020

**Limits: SH 10 (Baker Blvd) to Dover Lane**

**Existing Condition:** Pavement is moderately to severely cracked - mostly unsealed. Asphalt is very dry, heavily oxidized and failing. Some rutting and numerous early stage base failures are present particularly between Hovenkamp to Bridges. Some base failure and utility patch repairs. Fair - Good Ride. Existing Width 27.5 ft, C&G.

**Scope Of Work:** County will make some full depth repairs on north end of project. City will Mill 4 inches between Hovenkamp and Bridges and 2 inches over remainder of project. Between Hovenkamp and Bridges, County will reclaim and stabilize the existing road base(8 inches deep), reshape, prime and lay 2 inches of H.M.A.C."B". The entire roadway will then receive 2 inches of H.M.A.C."D". Clean job site.

|                      |                            |          |                                      |               |          |  |  |
|----------------------|----------------------------|----------|--------------------------------------|---------------|----------|--|--|
| <b>Project Size:</b> | Roadway Length (lf):       | 2,480 lf |                                      |               |          |  |  |
|                      | Stabilization Width (ft) : | 27.5 ft  | 2138 sy Rehab (Hoevncamp to Bridges) | Stab Area :   | 2,138 sy |  |  |
|                      | Binder Width (ft):         | 27.5 ft  | 2138 sy Rehab (Hoevncamp to Bridges) | Binder Area:  | 2,138 sy |  |  |
|                      | Surface Width (ft):        | 27.5 ft  |                                      | Surface Area: | 8,448 sy |  |  |
|                      | Additional Areas (sy):     | 870 sy   | Intersections & Parking              |               |          |  |  |

| Estimate:                  |        |             |                       |        |          |          |  |       |  |               |          |
|----------------------------|--------|-------------|-----------------------|--------|----------|----------|--|-------|--|---------------|----------|
| Roadway Materials:         |        |             |                       |        |          |          |  |       |  |               |          |
|                            | Sq Yds | Rate/SY     |                       | Cost   |          | Estimate |  | Final |  | \$ Estimate   | \$ Final |
| Cemlime Slurry (8")        | 2,138  | 30 lb/sy    | \$ 192.00             | \$/tn  | 32.07    | tn       |  | tn    |  | \$ 6,157.44   | \$ -     |
| Prime (60/40 AEP)          | 2,138  | 0.20 gal/sy | \$ 1.98               | \$/gal | 428      | gal      |  | gal   |  | \$ 846.65     | \$ -     |
| Tack Coat (2 coats)        | 10,586 | 0.10 gal/sy | \$ 2.85               | \$/gal | 1059     | gal      |  | gal   |  | \$ 3,016.95   | \$ -     |
| HMAC TY B (Repairs)        |        | 0.11 tn/sy  | \$ 56.65              | \$/tn  | 100      | tn       |  | tn    |  | \$ 5,665.00   | \$ -     |
| HMAC TY B (2") (Rehab)     | 2,138  | 0.11 tn/sy  | \$ 56.65              | \$/tn  | 235      | tn       |  | tn    |  | \$ 13,322.95  | \$ -     |
| HMAC TY D (2")             | 8,448  | 0.125 tn/sy | \$ 61.65              | \$/tn  | 1056     | tn       |  | tn    |  | \$ 65,100.69  | \$ -     |
|                            |        |             |                       |        | Subtotal |          |  |       |  | \$ 94,109.67  | \$ -     |
| Misc Cost                  |        |             |                       |        |          |          |  |       |  |               |          |
| Mill & Remov Spoils (City) |        |             |                       |        |          |          |  |       |  | \$ 15,270.93  |          |
| Fuel Cost Estimate         |        |             | 50% Actual            |        | \$ 1,800 |          |  |       |  | \$ 900.00     | \$ -     |
| Tabs                       |        |             | 0.5                   | \$/ea  | \$ 248   |          |  |       |  | \$ 124.00     |          |
| Stripe                     |        |             | 0.033                 | \$/lf  | \$ 9,920 |          |  |       |  | \$ 327.36     |          |
|                            |        |             |                       |        |          |          |  |       |  |               |          |
|                            |        |             | Materials + Misc Cost |        |          |          |  |       |  | \$ 110,731.96 |          |
|                            |        |             | 10% Contingency       |        |          |          |  |       |  | \$ 11,073.20  |          |
|                            |        |             | Total:                |        |          |          |  |       |  | \$121,805.16  |          |

Material cost based on Oct 2020 pricing.

**Construction Time Estimate: 10 days**

**Comments:** City will responsible for all traffic control required to construct this project.  
City will adjust all utilities and manholes/valves for this project.  
City will provide a nearby disposal area for spoils .  
City will provide a hydrant meter and all water for this project.

**Estimated Cost to Mill the project:( 6,310 sy @1.66 \$/sy + \$ 200 Mob = \$10,674.23  
2,138 sy @2.15 \$/sy + \$ Mob = \$ 4,596.70**

**City of Richland Hills to coordinate disconnecting existing signal detection loops, signal operation, and installation of new traffic detection loops at SH 10.**

**Dreeben Drive**  
(City of Richland Hills)

12/4/2020

**Limits: SH 10 to 250 ft North of Allena Lane**

**Existing Conditions:** Southern 700 ft of roadway (construction area) is in poor condition with multiple patches , failures, rutting, etc. Northern end of roadway is in fairly good conditon with moderate longitdial and block cracking (About 150 x14 ft area needs repair). Existing paving width is 27.5 C&G.

**Scope of Work:** City will remove approx 4 inches of existing material. County will reclaim and stabilized the existing road base (eight inches deep), reshape, prime, place 2" HMAC base course, place 2 inch HMAC "D" surface, and clean the jobsite.

|                      |                            |          |  |  |  |  |  |               |          |  |  |
|----------------------|----------------------------|----------|--|--|--|--|--|---------------|----------|--|--|
| <b>Project Size:</b> | Roadway Length (lf):       | 1,575 lf |  |  |  |  |  |               |          |  |  |
|                      | Stabilization Width (ft) : | 27.5 ft  |  |  |  |  |  | Stab Area :   | 4,813 sy |  |  |
|                      | Binder Width (ft):         | 27.5 ft  |  |  |  |  |  | Binder Area:  | 4,813 sy |  |  |
|                      | Surface Width (ft):        | 27.5 ft  |  |  |  |  |  | Surface Area: | 4,813 sy |  |  |
|                      | Additional Areas (sy):     | 0 sy     |  |  |  |  |  |               |          |  |  |

| Estimate:                 |        |             |                       |           |        |                          |     |       |  |                     |          |  |
|---------------------------|--------|-------------|-----------------------|-----------|--------|--------------------------|-----|-------|--|---------------------|----------|--|
| <b>Roadway Materials:</b> |        |             |                       |           |        |                          |     |       |  |                     |          |  |
|                           | Sq Yds | Rate/SY     |                       | Cost      |        | Estimate                 |     | Final |  | \$ Estimate         | \$ Final |  |
| Cemlime Slurry            | 4,813  | 32 lb/sy    |                       | \$ 192.00 | \$/tn  | 77.00                    | tn  | tn    |  | \$ 14,784.00        |          |  |
| Prime (30/70 AEP)         | 4,813  | 0.15 gal/sy |                       | \$ 1.98   | \$/gal | 722                      | gal | gal   |  | \$ 1,429.31         |          |  |
| Tack Coats                | 9,625  | 0.10 gal/sy |                       | \$ 2.85   | \$/gal | 963                      | gal | gal   |  | \$ 2,743.13         |          |  |
| HMAC Binder (2")          | 4,813  | 0.11 tn/sy  |                       | \$ 56.65  | \$/tn  | 529                      | tn  | tn    |  | \$ 29,989.09        |          |  |
| HMAC (2")                 | 4,813  | 0.110 tn/sy |                       | \$ 61.65  | \$/tn  | 529                      | tn  | tn    |  | \$ 32,635.97        |          |  |
|                           |        |             |                       |           |        | <b>Material Subtotal</b> |     |       |  | <b>\$ 81,581.50</b> |          |  |
| <b>Misc Cost</b>          |        |             |                       |           |        |                          |     |       |  |                     |          |  |
| Tabs                      |        | 2 per 40 ft | ea                    | \$0.50    | ea     | 0                        |     |       |  | \$ -                |          |  |
| Fuel Cost Estimate        |        | 50%         |                       |           |        | \$ 1,850                 |     |       |  | \$ 925.00           |          |  |
| Overtime (Watering)       |        |             |                       |           |        |                          |     |       |  | \$ 750.00           |          |  |
| Striping                  |        |             |                       | 0.035     |        | 0                        |     |       |  | \$ -                |          |  |
| Milling (City Contractor) |        |             |                       |           |        |                          |     |       |  | <b>\$10,546.88</b>  |          |  |
|                           |        |             |                       |           |        |                          |     |       |  |                     |          |  |
|                           |        |             | Materials + Misc Cost |           |        |                          |     |       |  | \$ 93,803.38        |          |  |
|                           |        |             | 10% Contingency       |           |        |                          |     |       |  | \$ 9,380.34         |          |  |
|                           |        |             | <b>Total:</b>         |           |        |                          |     |       |  | <b>\$103,183.71</b> |          |  |

Material cost based on Oct 2020 pricing.

**Construction Time Estimate:**

**10 days**

**Comments:**

City will provide for all traffic control cost associated with this project.

City will adjust all utilities and manholes/valves for this project.

City will provide a nearby disposal area for spoils .

City will provide a hydrant meter and all water for this project.

**Estimated Cost to Mill the project:( 4,813 SY @ 2.15 \$/sy + \$ 200 Mob = \$10,546.88**

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Scott Mitchell, Director of Neighborhood Services

Date: January 25, 2021

Subject: Interlocal Agreement with BISD for the reconstruction of Dreeben Drive

---

## **Agenda Item:**

Approve Interlocal Agreement with the Birdville Independent School District for reconstruction of Dreeben Drive

## **Background Information:**

BISD is constructing the new Cheney Hills Elementary School at 3001 Dreeben Drive. As part of the school project, BISD agreed to the reconstruction of Dreeben Drive due to damage caused by construction traffic on the residential street, as well as excavation for the required water line. BISD contacted Tarrant County about partnering with the County for the street project. Tarrant County would provide equipment and labor, and the school district would pay for milling, waste material removal, paving materials and fuel. This was acceptable to Tarrant County, but since the owner of the street is the City of Richland Hills the actual agreement and payment would be from the City. City Council will be considering an Interlocal Agreement between the City and County for the reconstruction of Dreeben Drive under a separate agenda item.

The intent of this item is to establish the formal agreement that BISD will be responsible for Richland Hills' portion of the Dreeben Drive reconstruction project (milling, waste material removal, paving materials, fuel). Per the terms of the Interlocal Agreement, BISD will reimburse the City of Richland Hills for all costs associated with the project.

## **Financial Considerations:**

Tarrant County provided a cost estimate in the amount of \$103,183.71 for the reconstruction of Dreeben Drive. Funding is available in the FY 2021 Street Improvements Fund with BISD reimbursing the City for all associated project costs.

## **Legal Review:**

The City Attorney has reviewed and approved the Interlocal Agreement

**Board/Citizen Input:**

N/A

**Attachments:**

Interlocal Agreement between City of Richland Hills and BISD  
Tarrant County Project Summary – Dreeben Drive

**Council Action Requested:**

Motion to approve Interlocal Agreement with the Birdville Independent School District for reconstruction of Dreeben Drive

**INTERLOCAL AGREEMENT BETWEEN THE CITY OF RICHLAND HILLS AND  
THE BIRDVILLE INDEPENDENT SCHOOL DISTRICT**

STATE OF TEXAS           §  
                                     §  
COUNTY OF TARRANT   §

The parties to this Agreement are the City of Richland Hills, Texas (“Richland Hills”) and the Birdville Independent School District (“BISD”). Richland Hills is a home rule Texas municipality, acting pursuant to its charter and state law by and through its City Council, and BISD is an independent school district organized and created pursuant to Chapter 11 of the Texas Education Code, acting pursuant to state law by and through its Board of Trustees.

**I. RECITALS**

**WHEREAS**, Chapter 791 of the Texas Government Code, the Interlocal Cooperation Act, and Section 271.102, Local Government Code, authorize school districts and cities in the State of Texas to enter into interlocal agreements for the providing of governmental functions and services; and

**WHEREAS**, each governing body, in performing governmental functions or in funding the performance of governmental functions hereunder, shall make that performance or those payments from current revenues legally available to that party; and

**WHEREAS**, each governing body finds that the performance of this Agreement is in the common interest of both parties, that the undertaking will benefit the public and that the division of costs fairly compensated the performing party for the services or functions under this Agreement; and

**WHEREAS**, the recent construction of Cheney Hills Elementary School has damaged portions of Dreeben Drive due to construction traffic and the new waterline for the school; and

**WHEREAS**, Richland Hills and BISD desire to rehabilitate and resurface Dreeben Drive within the City of Richland Hills; and

**WHEREAS**, Richland Hills and Tarrant County (the “County”) have entered into an interlocal agreement (the “County Agreement”) for assistance in the rehabilitation and resurfacing of Dreeben Drive attached hereto as Exhibit “A”; and

**WHEREAS**, BISD has agreed to be responsible for all costs attributable to Richland Hills under the County Agreement for Dreeben Drive; and

**WHEREAS**, Richland Hills and BISD have authorized their representative to sign this Agreement.

**NOW THEREFORE**, Richland Hills and BISD agree as follows:

## II. TERMS AND CONDITIONS

A. Project. Pursuant to the County Agreement, Richland Hills and the County have agreed to construct those improvements on Dreeben Drive to include rehabilitation and resurfacing of Dreeben Drive within the City of Richland Hills from SH 10 to 250 ft north of Allena Lane (approximately 1,575 linear feet), (for purpose of this Agreement the “Project:”) and BISD has agreed to pay Richland Hills’ costs under that agreement. The County Agreement obligates the City to perform tasks and share in costs.

B. BISD.

- (1) BISD agrees to pay all Project costs incurred by Richland Hills for its obligations under Sections 2 and 5 of the County Agreement, including costs and expenses incurred by Richland Hills in carrying out City obligations and all monies owed by Richland Hills to the County for work performed by the County.
- (2) Richland Hills shall submit invoices for reimbursement to BISD on a monthly basis and BISD shall reimburse Richland Hills for all costs and expenses incurred by Richland Hills within thirty (30) calendar days of receipt of an invoice, provided that all expenditures and costs are incurred in a manner which is consistent with the terms of this Agreement and the County Agreement for the Project.

C. Current Revenue. Richland Hills and BISD each hereby warrant that all payments, contributions, fees and disbursements, if any, required under this Agreement shall be made from then-current revenues.

D. No Waiver of Immunity or Defenses. Nothing contained herein shall be deemed to waive any immunity or defense or constitute a waiver of governmental immunity by Richland Hills or BISD.

E. No Third-Party Beneficiaries. It is understood by the Parties that this Agreement is entered into for the mutual convenience and purposes of Richland Hills and BISD and it is the Parties intent that no other person shall be construed as a beneficiary of this Agreement. Further, the parties do not intend for any third party to obtain any right by virtue of this Agreement.

F. Amendment. This Agreement may only be amended, altered, or revoked by written instrument duly authorized and signed by the parties to such amendment.

G. Exhibits. All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same.

H. Severability. In the event any section, subsection, paragraph, subparagraph, sentence, phrase, or word of this Agreement is held invalid, illegal, or unenforceable by a court of competent jurisdiction, the balance of this Agreement shall be enforceable, and shall be read as if the parties intended at all times to delete said invalid section, subsection, paragraph, subparagraph, sentence, phrase, or word. In such event there shall be substituted for such deleted provision a

provision as similar in terms and in effect to such deleted provision as may be valid, legal and enforceable.

I. Venue. This Agreement shall be construed under the substantive laws of the State of Texas, without reference to its choice of law provisions, and venue for any action arising under state law under this Agreement shall be in the district courts of Tarrant County, Texas.

J. Entire Agreement. This Agreement, including any exhibits attached and made a part hereof, is the entire Agreement between the parties and superseded all prior or contemporaneous understandings or representation, whether oral or written, respecting the subject matter herein.

K. Termination. This Agreement will automatically terminate on either September 30, 2021 or on the date the Project is completed, whichever occurs first. Notwithstanding the foregoing, or any other language to the contrary, either party may terminate this Agreement without cause upon thirty (30) days' written notice to the other party prior to commencement of construction of the Project. In the event of termination by either party, neither party shall have any further obligations to the other party under this Agreement, except that BISD remains liable to Richland Hills for any costs incurred by Richland Hills in furtherance of the Project, up to the point of termination.

L. Effective Date. This Agreement becomes effective when signed by the last party whose signing makes the Agreement fully executed.

Executed this \_\_\_\_ day of \_\_\_\_\_, 2021.

**City of Richland Hills**

**Birdville Independent School District**

By: \_\_\_\_\_  
Edward Lopez, Mayor

By: \_\_\_\_\_  
Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_  
Date: \_\_\_\_\_

ATTEST:

ATTEST:

\_\_\_\_\_  
Cathy Bourg, City Secretary

\_\_\_\_\_

**Exhibit A**

**Dreeben Drive**  
(City of Richland Hills)

12/4/2020

**Limits: SH 10 to 250 ft North of Allena Lane**

**Existing Conditions:** Southern 700 ft of roadway (construction area) is in poor condition with multiple patches , failures, rutting, etc. Northern end of roadway is in fairly good conditon with moderate longitdial and block cracking (About 150 x14 ft area needs repair). Existing paving width is 27.5 C&G.

**Scope of Work:** City will remove approx 4 inches of existing material. County will reclaim and stabilized the existing road base (eight inches deep), reshape, prime, place 2" HMAC base course, place 2 inch HMAC "D" surface, and clean the jobsite.

|                      |                            |          |  |  |  |  |  |               |          |  |  |
|----------------------|----------------------------|----------|--|--|--|--|--|---------------|----------|--|--|
| <b>Project Size:</b> | Roadway Length (lf):       | 1,575 lf |  |  |  |  |  |               |          |  |  |
|                      | Stabilization Width (ft) : | 27.5 ft  |  |  |  |  |  | Stab Area :   | 4,813 sy |  |  |
|                      | Binder Width (ft):         | 27.5 ft  |  |  |  |  |  | Binder Area:  | 4,813 sy |  |  |
|                      | Surface Width (ft):        | 27.5 ft  |  |  |  |  |  | Surface Area: | 4,813 sy |  |  |
|                      | Additional Areas (sy):     | 0 sy     |  |  |  |  |  |               |          |  |  |

| Estimate:                 |        |             |                       |           |        |                          |     |       |  |                     |          |  |
|---------------------------|--------|-------------|-----------------------|-----------|--------|--------------------------|-----|-------|--|---------------------|----------|--|
| <b>Roadway Materials:</b> |        |             |                       |           |        |                          |     |       |  |                     |          |  |
|                           | Sq Yds | Rate/SY     |                       | Cost      |        | Estimate                 |     | Final |  | \$ Estimate         | \$ Final |  |
| Cemlime Slurry            | 4,813  | 32 lb/sy    |                       | \$ 192.00 | \$/tn  | 77.00                    | tn  | tn    |  | \$ 14,784.00        |          |  |
| Prime (30/70 AEP)         | 4,813  | 0.15 gal/sy |                       | \$ 1.98   | \$/gal | 722                      | gal | gal   |  | \$ 1,429.31         |          |  |
| Tack Coats                | 9,625  | 0.10 gal/sy |                       | \$ 2.85   | \$/gal | 963                      | gal | gal   |  | \$ 2,743.13         |          |  |
| HMAC Binder (2")          | 4,813  | 0.11 tn/sy  |                       | \$ 56.65  | \$/tn  | 529                      | tn  | tn    |  | \$ 29,989.09        |          |  |
| HMAC (2")                 | 4,813  | 0.110 tn/sy |                       | \$ 61.65  | \$/tn  | 529                      | tn  | tn    |  | \$ 32,635.97        |          |  |
|                           |        |             |                       |           |        | <b>Material Subtotal</b> |     |       |  | <b>\$ 81,581.50</b> |          |  |
| <b>Misc Cost</b>          |        |             |                       |           |        |                          |     |       |  |                     |          |  |
| Tabs                      |        | 2 per 40 ft | ea                    | \$0.50    | ea     | 0                        |     |       |  | \$ -                |          |  |
| Fuel Cost Estimate        |        | 50%         |                       |           |        | \$ 1,850                 |     |       |  | \$ 925.00           |          |  |
| Overtime (Watering)       |        |             |                       |           |        |                          |     |       |  | \$ 750.00           |          |  |
| Striping                  |        |             |                       | 0.035     |        | 0                        |     |       |  | \$ -                |          |  |
| Milling (City Contractor) |        |             |                       |           |        |                          |     |       |  | \$10,546.88         |          |  |
|                           |        |             |                       |           |        |                          |     |       |  |                     |          |  |
|                           |        |             | Materials + Misc Cost |           |        |                          |     |       |  | \$ 93,803.38        |          |  |
|                           |        |             | 10% Contingency       |           |        |                          |     |       |  | \$ 9,380.34         |          |  |
|                           |        |             | <b>Total:</b>         |           |        |                          |     |       |  | <b>\$103,183.71</b> |          |  |

Material cost based on Oct 2020 pricing.

**Construction Time Estimate: 10 days**

**Comments:**

- City will provide for all traffic control cost associated with this project.
- City will adjust all utilities and manholes/valves for this project.
- City will provide a nearby disposal area for spoils .
- City will provide a hydrant meter and all water for this project.

**Estimated Cost to Mill the project:( 4,813 SY @ 2.15 \$/sy + \$ 200 Mob = \$10,546.88**

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Terry Leake, Interim Finance Director

Date: January 25, 2021

Subject: Renewal of Bank Depository Contract with JPMorgan Chase Bank

---

## **Agenda Item:**

Approve renewal of Bank Depository Contract with JPMorgan Chase Bank, N.A.

## **Background Information:**

In December 2017, the City Council approved an ordinance designating a depository for City funds for an initial three-year term with two possible one-year extensions, and authorized the City Manager to execute the bank contract with JPMorgan Chase Bank, N.A. As JPMorgan Chase Bank has provided good customer service to the City during the initial three-year term, it is recommended that the first of the two one-year extensions be exercised. Per the awarded RFP, there will be no changes in terms to the awarded contract.

## **Financial Considerations:**

There is funding included in the adopted FY 2021 Budget for any fees above the bank balances earnings credit rate offset in the General Fund and Utility Fund.

## **Legal Review:**

The City Attorney previously reviewed the RFP and contract with JPMorgan Chase Bank

## **Board/Citizen Input:**

N/A

## **Attachments:**

N/A

**Council Action Requested:**

Motion to approve the first one-year renewal of the Bank Depository Contract with JPMorgan Chase Bank, N.A.

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Terry Leake, Interim Finance Director

Date: January 25, 2021

Subject: Revised FY 2021 General Fund Budget

---

## Agenda Item:

Consider Ordinance No. 1425-21 approving and adopting a revised Fiscal Year 2021 General Fund budget **PUBLIC HEARING**

## Background Information:

The City Council participated in several discussions in August and September 2020 regarding the design and funding of the proposed Police Station renovation project. The project was ultimately approved on September 14, 2020. During those discussions, the need for a future budget amendment for furniture, security access and technology items that were not included as a part of the contract award for the Police Station project was identified. Council approved moving forward with the expenditures and staff informed Council of the need for a FY 2021 General Fund budget amendment, as those items were not included in the adopted budget. Below is a list of furniture and security access items for the Police Station (\$155,490) that are included in the proposed FY 2021 General Fund budget amendment. Additionally, there is another item that is identified to provide upgrades to the City's existing security servers/cameras and gate access (\$32,279) to help support the new Fire Station and Police Station buildings for a total budget amendment of \$187,769. The proposed expenditures are as follows:

| FY 2021 General Fund Budget Amendment Recap:                   |           |
|----------------------------------------------------------------|-----------|
|                                                                |           |
| <i>Police Station Remodel Expenditures -</i>                   |           |
| Purpose                                                        | Amount    |
| Police Department Furniture (GL Seaman Furniture)              | \$ 99,026 |
| Security (Knight Security)                                     | \$ 25,179 |
| Weapons Storage (Southwest Solutions)                          | \$ 10,985 |
| Cabling install cameras and access doors (Corporate Technical) | \$ 10,215 |
| Evidence Locker (Tiffin)                                       | \$ 7,192  |

|                                                       |                   |
|-------------------------------------------------------|-------------------|
| Televisions / Brackets (Walmart)                      | \$ 1,894          |
| Refrigerator (Varoju Appliances)                      | \$ 999            |
|                                                       |                   |
| Total Police Building Remodel                         | \$ 155,490        |
|                                                       |                   |
| <i>City-Wide Security Access/Upgrade Expenditures</i> |                   |
| Purpose                                               | Amount            |
|                                                       |                   |
| Server and cameras access/Upgrades (Knight Security)  | \$ 32,279         |
|                                                       |                   |
| Total City-Wide Security access/Upgrades              | \$ 32,279         |
|                                                       |                   |
| <b>Total FY 2021 General Fund Budget amendment</b>    | <b>\$ 187,769</b> |

It is proposed that the funding for the budget amendment will come from the available fund balance of the General Fund, as for FY 2020 the General Fund had greater revenues than expenditures due to receipt of CARES Act Funding that offset expenditures in many departments and overall lower than budgeted expenditures.

The budget amendment to the various General Fund lines items is as follows:

| <b>FY 2021 General Fund Budget Amendment line item recap</b>   |              |                                          |
|----------------------------------------------------------------|--------------|------------------------------------------|
|                                                                |              |                                          |
| <i>Purpose</i>                                                 | <i>Total</i> | <i>General Ledger line item account</i>  |
|                                                                |              |                                          |
| Police Department Furniture (GL Seaman Furniture)              | \$ 99,026    | 001-52060-13-00 (Minor Office Equipment) |
| Security (Knight Security)                                     | \$ 25,179    | 001-52180-13-00 (Minor Equipment)        |
| Weapons Storage (Southwest Solutions)                          | \$ 10,985    | 001-56020-13-00 (Equipment)              |
| Cabling install cameras and access doors (Corporate Technical) | \$ 10,215    | 001-52180-13-00 (Minor Equipment)        |
| Evidence Locker (Tiffin)                                       | \$ 7,192     | 001-52180-13-00 (Minor Equipment)        |
| Televisions / Brackets (Walmart)                               | \$ 1,894     | 001-52060-13-00 (Minor Office Equipment) |
| Refrigerator (Varoju Appliances)                               | \$ 999       | 001-52060-13-00 (Minor Office Equipment) |
|                                                                |              |                                          |
| Total Police Building Remodel                                  | \$ 155,490   |                                          |
|                                                                |              |                                          |
| Server and cameras access/Upgrades (Knight Security)           | \$ 7,696     | 001-56020-30-00 (Equipment)              |
| Server and cameras access/Upgrades (Knight Security)           | \$ 24,583    | 001-52180-30-00 (Minor Equipment)        |

|                                          |                   |  |
|------------------------------------------|-------------------|--|
|                                          |                   |  |
| Total Server and cameras access/Upgrades | \$ 32,279         |  |
|                                          |                   |  |
| <b>Total Proposed Budget amendment</b>   | <b>\$ 187,769</b> |  |

The total General Fund adopted FY 2021 expenditures (including transfers) of \$7,283,649 will increase by \$187,769 for an amended expenditure total of \$7,471,418.

| <b>Amended FY 2021 General Fund Budget Expenditure Total</b> |              |
|--------------------------------------------------------------|--------------|
|                                                              |              |
| Adopted FY 2021 General Fund Budget                          | \$ 7,283,649 |
| Proposed Budget amendment                                    | \$ 187,769   |
| Amended FY 2021 General Fund Budget                          | \$ 7,471,418 |

**Financial Considerations:**

There is adequate funding from existing fund balance for the proposed FY 2021 budget amendment.

**Legal Review:**

N/A

**Board/Citizen Input:**

N/A

**Attachments:**

Ordinance No. 1425-21

**Council Action Requested:**

Motion to approve Ordinance No. 1425-21 approving and adopting a revised Fiscal Year 2021 General Fund Budget

**ORDINANCE NO. 1425-21**

**AN ORDINANCE OF THE CITY OF RICHLAND HILLS, TEXAS, APPROVING AND ADOPTING A REVISED BUDGET FOR THE CITY FOR FISCAL YEAR OCTOBER 1, 2020 THROUGH SEPTEMBER 30, 2021, PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH SAID BUDGET, AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council, after notice and a public hearing, adopted the budget for the fiscal year of October 1, 2020 to September 30, 2021; and

**WHEREAS**, the City Council, in accordance with Section 102.010, TEX. LOC. GOV'T CODE, desires to make certain changes in the budget for unanticipated municipal projects and purposes; and

**WHEREAS**, the City Council finds that the revised budget is in the best interest of the municipal taxpayers;

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

**SECTION 1.**

That the amended budget, which is attached to this ordinance as Exhibit A, and made a part thereof for all purposes, is hereby adopted and approved by the City Council. All aspects of the budget for the fiscal period beginning October 1, 2020 and ending September 30, 2021 not amended pursuant to this Ordinance are hereby ratified.

**SECTION 2.**

This Ordinance shall be in full force and effect from and after its adoption.

PASSED AND APPROVED ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2021.

**CITY OF RICHLAND HILLS, TEXAS**

---

**THE HONORABLE MAYOR EDWARD LOPEZ**

ATTEST:

\_\_\_\_\_  
CATHY BOURG, CITY SECRETARY

APPROVED AS TO FORM AND LEGALITY:

\_\_\_\_\_  
CITY ATTORNEY

## FY 2021 General Fund Budget Amendment Line Item Recap

| Purpose                                      | Total                 | General Fund budget line item expenditure account |
|----------------------------------------------|-----------------------|---------------------------------------------------|
| Police Department Furniture                  | \$ 99,026             | 001-52060-13-00 (Minor Office Equipment)          |
| Security                                     | \$ 25,179             | 001-52180-13-00 (Minor Equipment)                 |
| Weapons Storage                              | \$ 10,985             | 001-56020-13-00 (Equipment)                       |
| Cabling install cameras and access doors     | \$ 10,215             | 001-52180-13-00 (Minor Equipment)                 |
| Evidence Locker                              | \$ 7,192              | 001-52180-13-00 (Minor Equipment)                 |
| Televisions / Brackets                       | \$ 1,894              | 001-52060-13-00 (Minor Office Equipment)          |
| Refrigerator                                 | \$ 999                | 001-52060-13-00 (Minor Office Equipment)          |
| <br>Total Police Building Remodel            | <br>\$ 155,490        |                                                   |
| <br>Server and cameras access/Upgrades       | <br>\$ 7,696          | <br>001-56020-30-00 (Equipment)                   |
| Server and cameras access/Upgrades           | \$ 24,583             | 001-52180-30-00 (Minor Equipment)                 |
| <br>Total Server and cameras access/Upgrades | <br>\$ 32,279         |                                                   |
| <br><b>Total Budget amendment</b>            | <br><b>\$ 187,769</b> |                                                   |

## Amended FY 2021 General Fund Budget Expenditure Total

|                                     |                   |
|-------------------------------------|-------------------|
| Adopted FY 2021 General Fund Budget | \$ 7,283,649      |
| Proposed Budget amendment           | <u>\$ 187,769</u> |
| Amended FY 2021 General Fund Budget | \$ 7,471,418      |

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: January 25, 2021

Subject: Purchase of FF&E for Police Station Remodel Project

---

## **Agenda Item:**

Consider purchase of furniture, fixtures and equipment from GL Seaman & Company for the Police Station renovation project

## **Background Information:**

Council approved the design and funding for the Police Station renovation project on September 14, 2020. Part of the funding discussion for the overall project concluded that owner items such as furniture, fixtures, equipment, security and technology would come from the available fund balance of the General Fund, rather than the TIF Fund which is covering the additional construction costs that exceeded the tax notes issued by the City. At the conclusion of FY 2020, the General Fund had greater revenues than expenditures due to receipt of CARES Act Funding that offset expenditures in many departments and overall lower than budgeted expenditures. City Council will be considering an amendment to the FY 2021 General Fund budget to include these expenditures under a separate agenda item.

The total estimated cost for owner purchased items was \$180,000 when presented to City Council on August 24, 2020. Staff has engaged GL Seaman & Company to develop a furniture, fixtures and equipment plan with an estimated cost of \$99,027. This will furnish each area in the Police Station with the furniture and fixtures needed to complete the remodeled spaces. In large, the furniture and fixtures previously used at the Police Station were aged and not reusable or were part of mill working that had to be removed as part of the renovation. The existing furnishings in the Police Chief's Office and the training room tables and chairs will be reused in lieu of replacement.

GL Seaman & Company holds cooperative agreements with Knoll Omnia Partners Contract, Global TIPS Contract and JSI TIPS Contract which are all approved cooperative purchasing agreements. GL Seaman has furnished many municipal government entities under these contracts with the available furnishings on the contracts.

**Financial Considerations:**

GL Seaman & Company prepared a furniture, fixtures and equipment plan in the amount of \$99,027. Funding is available from the FY 2021 General Fund fund balance.

Including items that were purchased in FY 2020 and with CARES Funds, after purchase of the proposed furniture and fixtures, there would be an estimated \$56,500 left in remaining equipment, security and technology items.

**Legal Review:**

N/A

**Board/Citizen Input:**

N/A

**Attachments:**

GL Seaman & Company Proposal  
Cost Summary of Owner Purchased Items

**Council Action Requested:**

Approve purchase of furniture, fixtures and equipment from GL Seaman & Company in the amount of \$99,027



GL Seaman  
& Company

## Proposal

G.L. Seaman & Company - Fort  
Worth  
2624 Weisenberger St.  
Fort Worth, TX 76107-1932  
Phone: 817-336-5400  
Fax: 817-336-5442  
www.glsc.com

|                 |                        |
|-----------------|------------------------|
| Proposal Number | 20576                  |
| Date            | 01/11/2021             |
| Customer PO No  |                        |
| Customer Name   | City of Richland Hills |
| Salesperson     | Amy Phipps             |
| Project Number  |                        |
| Terms           | NET 10                 |
| Page            | 1 of 41                |

B City of Richland Hills  
I 6700 Baker Blvd  
L Richland Hills, TX 76118  
L  
T ATTN: Chief Kim Sylvester  
O Phone: 817-616-3780  
Email: ksylvester@richlandhills.com

I City of Richland Hills  
N 6700 Baker Blvd  
S Richland Hills, TX 76118  
T  
A  
L ATTN: Chief Kim Sylvester  
L Phone: 817-616-3780  
Email: ksylvester@richlandhills.com

Prepared for : Chief Kim Sylvester

Police Department

Knoll Omnia Partners Contract #4400003404  
Global TIPS Contract #180305  
JSI TIPS Contract #200301

| Description | Extended |
|-------------|----------|
| 100         | 571.83   |

| Line | Qty          | Description                                                                                                                                                                                                                                                                                                                                        | Unit Price | Extended |
|------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 1    | 1.00<br>Each | Global Total Office<br>7894F--03~GPM3-GPM3-TOR-R1~<br>CITI, Fabric, 21.5"d x 64.5"w x 17"h, 3 Seat Bench, Std with Round Metal Legs,<br>GLOBAL SEATING USA<br>~03:Grade 03<br>~GPM3:Graded In Grade 03<br>GPM3:1-Graded In Grade 03 Fabrics<br>TOR:<br>R1:F-(STD) Tungsten Legs [TUN]<br>~:(STD) Does not have Stitch Detail<br>Mark Line For: 100 | 571.83     | 571.83   |

| Description | Extended |
|-------------|----------|
| 101         | 400.82   |

| Line | Qty          | Description                                                                                                                                                                                                                                                                                                                                      | Unit Price | Extended |
|------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 2    | 1.00<br>Each | Global Total Office<br>7893F--03~GPM3-GPM3-TOR-R1~<br>CITI, Fabric, 21.5"d x 43"w x 17"h, 2 Seat Bench, Std with Round Metal Legs,<br>GLOBAL SEATING USA<br>~03:Grade 03<br>~GPM3:Graded In Grade 03<br>GPM3:1-Graded In Grade 03 Fabrics<br>TOR:<br>R1:F-(STD) Tungsten Legs [TUN]<br>~:(STD) Does not have Stitch Detail<br>Mark Line For: 101 | 400.82     | 400.82   |

| Description | Extended |
|-------------|----------|
| 102         | 720.64   |



GL Seaman  
& Company

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| Line | Qty          | Description                                                                                                                                                                                                                                                                       | Unit Price | Extended |
|------|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 3    | 1.00<br>Each | KNOLL<br>25SCS2HC--ON--(GEN)-GENF09<br>MultiGeneration by Knoll, 5-star base, standard cylinder, armless, upholstered<br>seat, black plastic base, hard casters<br>ON:SHELL- Onyx<br>~:Standard Textile<br>(GEN):TEX- Generation Fabric<br>GENF09:COL- Onyx<br>Mark Line For: 102 | 244.34     | 244.34   |
| 4    | 1.00<br>Each | KNOLL<br>ET1ST36--(CORE)-127-(CORE)-127-(CORE)-117<br>Square Table, laminate, 36Wx36Dx29H<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>(CORE):Core Paints<br>117:BASE- Soft Grey<br>Mark Line For: 102                             | 255.90     | 255.90   |
| 5    | 2.00<br>Each | KNOLL<br>2SCNXGL--2-ON<br>MultiGeneration by Knoll stacking chair, armless, glides<br>2:FRAME: Black<br>ON:SHELL: Onyx<br>Mark Line For: 102                                                                                                                                      | 110.20     | 220.40   |

| Description | Extended  |
|-------------|-----------|
| 103         | 13,319.82 |

| Line | Qty          | Description                                                                                                                                                     | Unit Price | Extended |
|------|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 6    | 3.00<br>Each | KNOLL<br>DL4L44<br>LED Task Light, 44Wx2D, for use with 48" and wider overheads (72 LED's)<br>Mark Line For: 103                                                | 331.06     | 993.18   |
| 7    | 3.00<br>Each | KNOLL<br>DD1EU24--(CORE S)-117<br>End Unit Support, 14-7/8Wx24D<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>Mark Line For: 103                    | 122.23     | 366.69   |
| 8    | 3.00<br>Each | KNOLL<br>RRML66--(L)-127-H<br>L-Shelf, Wall Hung, 66Wx15Dx14-3/4H<br>(L):Core Laminate<br>127:LAM- Walnut<br>H:horizontal grain direction<br>Mark Line For: 103 | 276.44     | 829.32   |
| 9    | 3.00<br>Each | KNOLL<br>RWHDHTB66H1--(W692)-W6928                                                                                                                              | 119.37     | 358.11   |



GL Seaman  
& Company

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|    |              |                                                                                                                                                                                                                                                                                                                         |        |          |
|----|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|----------|
|    |              | Tackboard, Wall Hung, 66W, H1 height<br>(W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 103                                                                                                                                                                                                   |        |          |
| 10 | 3.00<br>Each | KNOLL<br>D1R6030N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 60Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 103                                                                                                                | 144.33 | 432.99   |
| 11 | 3.00<br>Each | KNOLL<br>DB1WR54--NA<br>Stiffening Strap, 54W<br>NA:PAINT- Black<br>Mark Line For: 103                                                                                                                                                                                                                                  | 20.02  | 60.06    |
| 12 | 3.00<br>Each | Jasper Group<br>KN3003WU--WA1-MCH--C/COL-?-MBK--<br>Knox Armless Stack Chair - Wood Back/Uph. Seat<br>WA1:Walnut Wood Species<br>MCH:Mocha<br>~:No Handle Cut Out<br>C/COL:Grade C/COL (Seat Fabric)<br>?:Undecided Grade C Fabric Selection<br>MBK:Matte Black<br>~:Quote- JG21-1112 exp 3.11.21<br>Mark Line For: 103 | 365.05 | 1,095.15 |
| 13 | 3.00<br>Each | KNOLL<br>SAPMADFTMK--SILV-B<br>Sapper Double Arm Kit, fixed table mount, 16" mast, movement joints,<br>adjustment knob, cable management clips<br>SILV:PAINT- Silver<br>B:KNOB- Black<br>Mark Line For: 103                                                                                                             | 248.27 | 744.81   |
| 14 | 3.00<br>Each | Doug Mockett & Company<br>TG5-26D--<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 103                                                                                                                                                                                        | 13.87  | 41.61    |
| 15 | 3.00<br>Each | GLS Tech Services<br>TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 103<br>Mark Line For: 103                                                         | 35.00  | 105.00   |
| 16 | 3.00         | KNOLL                                                                                                                                                                                                                                                                                                                   | 12.48  | 37.44    |



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|    |              |                                                                                                                                                                                                                                                                                                                                                                                 |          |          |
|----|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
|    | Each         | DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 103                                                                                                                                                                                                                                                                                                                             |          |          |
| 17 | 3.00<br>Each | KNOLL<br>D1WB26<br>Worksurface Cable Management Basket, 26"<br>Mark Line For: 103                                                                                                                                                                                                                                                                                               | 13.78    | 41.34    |
| 18 | 3.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 103                                                                                                                                                                                                                                                                                               | 19.24    | 57.72    |
| 19 | 3.00<br>Each | KNOLL<br>D1R6624N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 66Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 103                                                                                                                                                                        | 124.05   | 372.15   |
| 20 | 3.00<br>Each | KNOLL<br>KHATB2CEA30GS--(58)-(1)-G<br>k. stand Height Adjustable Table Base, C-Leg, Standard Electric, Adjustable<br>Width Base, with glides, with standard switch (for use with 47W to 96W x 29D<br>to 30D nominal top)<br>(58):For use with 58W Top<br>(1):Desk Height (29H)<br>G:PAINT- Grey<br>Mark Line For: 103                                                           | 529.10   | 1,587.30 |
| 21 | 3.00<br>Each | KNOLL<br>441HA2SXHCASM-DK-09-USF---(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, height adjustable arms, plastic<br>base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 103 | 384.43   | 1,153.29 |
| 22 | 3.00<br>Each | KNOLL<br>WP283024FFLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Doublewide Pedestal 28H 30W 24D, File/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 103                              | 527.14   | 1,581.42 |
| 23 | 1.00         | KNOLL                                                                                                                                                                                                                                                                                                                                                                           | 1,136.98 | 1,136.98 |



GL Seaman  
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|    |              |                                                                                                                                                                                                                                                                                                                                                                                                                                                              |          |          |
|----|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
|    | Each         | WTFD6424FDCBLHLL--127-127-127-T-AA-C-(KEYALIKE)-(LOCK3)<br>Tower Front Access with Door 64Hx24Wx24D, Full Height Door Locker - Box/<br>Box(file front)/File Pedestal, Left Hand, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>127:TOP- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 103           |          |          |
| 24 | 2.00<br>Each | KNOLL<br>WTFD6424FDCBRHLL--127-127-127-T-AA-C-(KEYALIKE)-(LOCK3)<br>Tower Front Access with Door 64Hx24Wx24D, Full Height Door Locker - Box/<br>Box(file front)/File Pedestal, Right Hand, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>127:TOP- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 103 | 1,136.98 | 2,273.96 |
| 25 | 3.00<br>Each | AMAZON<br>33662---~<br>GE, Black, 6 Outlet Surge Protector<br>~:8 Ft Extension Cord, Power Strip<br>~:Black<br>Mark Line For: 103                                                                                                                                                                                                                                                                                                                            | 17.10    | 51.30    |
| 26 | 3.00<br>Each | KNOLL<br>KSPEC4CH--K100,K101,K102<br>Set of 4 cores/keys (chrome)<br>K100,K101,K102:K100,K101,K102<br>Mark Line For: 103                                                                                                                                                                                                                                                                                                                                     | 0.00     | 0.00     |

| Description | Extended |
|-------------|----------|
| 104         | 6,028.11 |

| Line | Qty          | Description                                                                                                                                                    | Unit Price | Extended |
|------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 27   | 1.00<br>Each | KNOLL<br>DL4L58<br>LED Task Light, 58Wx2D, for use with 66" and wider overheads (96 LED's)<br>Mark Line For: 104                                               | 415.06     | 415.06   |
| 28   | 1.00<br>Each | KNOLL<br>D1R3624N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 36Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands | 76.45      | 76.45    |



GL Seaman  
& Company

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|    |              |                                                                                                                                                                                                                                                                                                                                                    |        |        |
|----|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|    |              | 127:EDGE- Walnut<br>Mark Line For: 104                                                                                                                                                                                                                                                                                                             |        |        |
| 29 | 1.00<br>Each | KNOLL<br>WP283624FFLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Doublewide Pedestal 28H 36W 24D, File/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 104 | 565.36 | 565.36 |
| 30 | 1.00<br>Each | KNOLL<br>WSPWFO6436L--127-127<br>Parallel Worksurface Stacker 64H (when stacked on worksurface or doublewide pedestal), 36Wx12D, Front Access Open, laminate<br>127:CASE- Walnut<br>127:TOP- Walnut<br>Mark Line For: 104                                                                                                                          | 281.84 | 281.84 |
| 31 | 1.00<br>Each | KNOLL<br>DD1EU18--(CORE S)-117<br>End Unit Support, 14-7/8Wx18D<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>Mark Line For: 104                                                                                                                                                                                                       | 110.52 | 110.52 |
| 32 | 1.00<br>Each | KNOLL<br>DB1WR54--NA<br>Stiffening Strap, 54W<br>NA:PAINT- Black<br>Mark Line For: 104                                                                                                                                                                                                                                                             | 20.02  | 20.02  |
| 33 | 1.00<br>Each | KNOLL<br>RRML78--(L)-127-H<br>L-Shelf, Wall Hung, 78Wx15Dx14-3/4H<br>(L):Core Laminate<br>127:LAM- Walnut<br>H:horizontal grain direction<br>Mark Line For: 104                                                                                                                                                                                    | 304.01 | 304.01 |
| 34 | 1.00<br>Each | KNOLL<br>RDHPM62--(L)-127<br>Partial/Half Height Modesty Panel, 62Wx12H<br>(L):Laminate<br>127:LAM- Walnut<br>Mark Line For: 104                                                                                                                                                                                                                   | 123.01 | 123.01 |
| 35 | 1.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 104                                                                                                                                                                                                                                                                                       | 12.48  | 12.48  |
| 36 | 1.00<br>Each | KNOLL<br>RWHDHTB78H1--(W692)-W6928<br>Tackboard, Wall Hung, 78W, H1 height                                                                                                                                                                                                                                                                         | 135.49 | 135.49 |



GL Seaman  
& Company

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|    |              |                                                                                                                                                                                                                                                                                                                         |        |        |
|----|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|    |              | (W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 104                                                                                                                                                                                                                                           |        |        |
| 37 | 1.00<br>Each | KNOLL<br>D1R4824N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 48Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 104                                                                                                                | 98.57  | 98.57  |
| 38 | 1.00<br>Each | KNOLL<br>D1R6630N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 66Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 104                                                                                                                | 160.20 | 160.20 |
| 39 | 2.00<br>Each | Jasper Group<br>KN3003WU--WA1-MCH--C/COL-?-MBK--<br>Knox Armless Stack Chair - Wood Back\Uph. Seat<br>WA1:Walnut Wood Species<br>MCH:Mocha<br>~:No Handle Cut Out<br>C/COL:Grade C/COL (Seat Fabric)<br>?:Undecided Grade C Fabric Selection<br>MBK:Matte Black<br>~:Quote- JG21-1112 exp 3.11.21<br>Mark Line For: 104 | 365.05 | 730.10 |
| 40 | 1.00<br>Each | KNOLL<br>SAPMADFTMK--SILV-B<br>Sapper Double Arm Kit, fixed table mount, 16" mast, movement joints,<br>adjustment knob, cable management clips<br>SILV:PAINT- Silver<br>B:KNOB- Black<br>Mark Line For: 104                                                                                                             | 248.27 | 248.27 |
| 41 | 1.00<br>Each | KNOLL<br>KHATB2CEA30GS--(70)-(1)-G<br>k. stand Height Adjustable Table Base, C-Leg, Standard Electric, Adjustable<br>Width Base, with glides, with standard switch (for use with 47W to 96W x 29D<br>to 30D nominal top)<br>(70):For use with 70W Top<br>(1):Desk Height (29H)<br>G:PAINT- Grey<br>Mark Line For: 104   | 529.10 | 529.10 |
| 42 | 1.00<br>Each | KNOLL<br>441HA2SXHCASM--DK-09-USF--(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, height adjustable arms, plastic<br>base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark                                                                                                | 384.43 | 384.43 |



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| Proposal Number | 20576                  |
| Date            | 01/11/2021             |
| Customer PO No  |                        |
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|----|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
|    |              | 09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 104                                                                                                                                                                                                                                                                                                         |          |          |
| 43 | 1.00<br>Each | KNOLL<br>WP283024FFLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Doublewide Pedestal 28H 30W 24D, File/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 104                                                                                                          | 527.14   | 527.14   |
| 44 | 1.00<br>Each | KNOLL<br>WTFD6424FDCBLHLL--127-127-127-T-AA-C-(KEYALIKE)-(LOCK3)<br>Tower Front Access with Door 64Hx24Wx24D, Full Height Door Locker - Box/<br>Box(file front)/File Pedestal, Left Hand, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>127:TOP- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 104 | 1,136.98 | 1,136.98 |
| 45 | 2.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 104                                                                                                                                                                                                                                                                                                                           | 13.87    | 27.74    |
| 46 | 3.00<br>Each | GLS Tech Services<br>TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 104<br>Mark Line For: 104                                                                                                                                                                                             | 35.00    | 105.00   |
| 47 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 104                                                                                                                                                                                                                                                                                                                                                                           | 19.24    | 19.24    |
| 48 | 1.00<br>Each | AMAZON<br>33662--~--~                                                                                                                                                                                                                                                                                                                                                                                                                                       | 17.10    | 17.10    |



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|----|--------------|------------------------------------------------------------------------------------------------------------|------|------|
|    |              | GE, Black, 6 Outlet Surge Protector<br>~:8 Ft Extension Cord, Power Strip<br>~:Black<br>Mark Line For: 104 |      |      |
| 49 | 1.00<br>Each | KNOLL<br>KSPEC5CH--K103<br>Set of 5 cores/keys (chrome)<br>K103:K103<br>Mark Line For: 104                 | 0.00 | 0.00 |

| Description | Extended |
|-------------|----------|
| 106         | 1,301.89 |

| Line | Qty          | Description                                                                                                                                                                                                                                                                                                                                                                     | Unit Price | Extended |
|------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 50   | 1.00<br>Each | KNOLL<br>DD1EU24--(CORE S)-117<br>End Unit Support, 14-7/8Wx24D<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>Mark Line For: 106                                                                                                                                                                                                                                    | 122.23     | 122.23   |
| 51   | 1.00<br>Each | KNOLL<br>DD1IE30--(CORE S)-117<br>Intermediate End Unit Support, 31-9/16Wx14D<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>Mark Line For: 106                                                                                                                                                                                                                      | 110.52     | 110.52   |
| 52   | 1.00<br>Each | KNOLL<br>D1R10824N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 108Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 106                                                                                                                                                                      | 207.01     | 207.01   |
| 53   | 1.00<br>Each | KNOLL<br>441HA2SXHCASM--DK-09-USF--(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, height adjustable arms, plastic<br>base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 106 | 384.43     | 384.43   |
| 54   | 1.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 106                                                                                                                                                                                                                                                                                                                    | 12.48      | 12.48    |
| 55   | 1.00         | KNOLL                                                                                                                                                                                                                                                                                                                                                                           | 397.11     | 397.11   |



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|----|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------|
|    | Each         | WP2816CBLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, Box/Box(file front)/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 106 |       |       |
| 56 | 1.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 106                                                                                                                                                                                                           | 13.87 | 13.87 |
| 57 | 1.00<br>Each | GLS Tech Services<br>TECH--~~~~~<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 106<br>Mark Line For: 106                                                                           | 35.00 | 35.00 |
| 58 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 106                                                                                                                                                                                                                                                           | 19.24 | 19.24 |
| 59 | 1.00<br>Each | KNOLL<br>KSPEC1CH--K104<br>Set of 1 cores/keys (chrome)<br>K104:K104<br>Mark Line For: 106                                                                                                                                                                                                                                                  | 0.00  | 0.00  |

| Description | Extended |
|-------------|----------|
| 108         | 4,832.19 |

| Line | Qty          | Description                                                                                                                                  | Unit Price | Extended |
|------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 60   | 1.00<br>Each | KNOLL<br>DL4L44<br>LED Task Light, 44Wx2D, for use with 48" and wider overheads (72 LED's)<br>Mark Line For: 108                             | 331.06     | 331.06   |
| 61   | 1.00<br>Each | KNOLL<br>DD1EU18--(CORE S)-117<br>End Unit Support, 14-7/8Wx18D<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>Mark Line For: 108 | 110.52     | 110.52   |
| 62   | 1.00         | KNOLL                                                                                                                                        | 322.73     | 322.73   |



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|----|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|----------|
|    | Each         | DS3WMSS4814L--117T-(KEYALIKE)-(LOCK)<br>Sliding Door Overhead Cabinet Wall Mount, Dividends Front, Steel Door,<br>48Wx14H with lock<br>117T:PAINT- Soft Grey (Textured)<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK):Specify lock core & key separately<br>Mark Line For: 108                                                            |        |          |
| 63 | 1.00<br>Each | KNOLL<br>RWHDHTB48H1--(W692)-W6928<br>Tackboard, Wall Hung, 48W, H1 height<br>(W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 108                                                                                                                                                                           | 100.38 | 100.38   |
| 64 | 1.00<br>Each | KNOLL<br>D1R4824N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 48Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 108                                                                                                                              | 98.57  | 98.57    |
| 65 | 1.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 108                                                                                                                                                                                                                                                                          | 12.48  | 12.48    |
| 66 | 1.00<br>Each | KNOLL<br>D1R6630N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 66Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 108                                                                                                                              | 160.20 | 160.20   |
| 67 | 2.00<br>Each | KNOLL<br>C2F6430CMCCCC--(CORE S)-117-(KEYALIKE)-(LOCK)<br>Calibre Lateral File, 1-13.5" receding door with fixed shelf, 4-12" drawers with<br>rails, 30Wx64-1/2H, with lock<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK):Specify lock core & key separately<br>Mark Line For: 108 | 715.11 | 1,430.22 |
| 68 | 1.00<br>Each | KNOLL<br>5ZNNL<br>Label Holder (10)<br>Mark Line For: 108                                                                                                                                                                                                                                                                             | 17.16  | 17.16    |
| 69 | 1.00<br>Each | KNOLL<br>5Z4NN<br>Ganging Hardware Kit<br>Mark Line For: 108                                                                                                                                                                                                                                                                          | 0.00   | 0.00     |
| 70 | 1.00         | KNOLL                                                                                                                                                                                                                                                                                                                                 | 20.02  | 20.02    |



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|----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|    | Each         | DB1WR54--NA<br>Stiffening Strap, 54W<br>NA:PAINT- Black<br>Mark Line For: 108                                                                                                                                                                                                                                                                                                     |        |        |
| 71 | 1.00<br>Each | KNOLL<br>72C-BL-1--(BL)-(TBAC)<br>Eero Saarinen Plastic Back Armless Chair, black plastic, fixed position, with<br>black tubular legs and glides<br>(BL):LEG: Black<br>(TBAC):SEAT: TBA (C)<br>Mark Line For: 108                                                                                                                                                                 | 487.60 | 487.60 |
| 72 | 1.00<br>Each | KNOLL<br>SAPMADFTMK--SILV-B<br>Sapper Double Arm Kit, fixed table mount, 16" mast, movement joints,<br>adjustment knob, cable management clips<br>SILV:PAINT- Silver<br>B:KNOB- Black<br>Mark Line For: 108                                                                                                                                                                       | 248.27 | 248.27 |
| 73 | 1.00<br>Each | KNOLL<br>KHATB2CEA30GS--(70)-(1)-G<br>k. stand Height Adjustable Table Base, C-Leg, Standard Electric, Adjustable<br>Width Base, with glides, with standard switch (for use with 47W to 96W x 29D<br>to 30D nominal top)<br>(70):For use with 70W Top<br>(1):Desk Height (29H)<br>G:PAINT- Grey<br>Mark Line For: 108                                                             | 529.10 | 529.10 |
| 74 | 1.00<br>Each | KNOLL<br>441HA2SXHCASM--DK-09-USF--~-(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, height adjustable arms, plastic<br>base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 108 | 384.43 | 384.43 |
| 75 | 1.00<br>Each | KNOLL<br>WP2816CBLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, Box/Box(file front)/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 108                              | 397.11 | 397.11 |
| 76 | 2.00<br>Each | Doug Mockett & Company<br>TG5-26D--~                                                                                                                                                                                                                                                                                                                                              | 13.87  | 27.74  |



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|----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|--------|
|    |              | 2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 108                                                                                                                                                                       |       |        |
| 77 | 3.00<br>Each | GLS Tech Services<br>TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 108<br>Mark Line For: 108 | 35.00 | 105.00 |
| 78 | 1.00<br>Each | KNOLL<br>D1WB20<br>Worksurface Cable Management Basket, 20"<br>Mark Line For: 108                                                                                                                                                                               | 13.26 | 13.26  |
| 79 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 108                                                                                                                                                                               | 19.24 | 19.24  |
| 80 | 1.00<br>Each | AMAZON<br>33662-----<br>GE, Black, 6 Outlet Surge Protector<br>~:8 Ft Extension Cord, Power Strip<br>~:Black<br>Mark Line For: 108                                                                                                                              | 17.10 | 17.10  |
| 81 | 1.00<br>Each | KNOLL<br>KSPEC4CH--K105<br>Set of 4 cores/keys (chrome)<br>K105:K105<br>Mark Line For: 108                                                                                                                                                                      | 0.00  | 0.00   |

| Description | Extended |
|-------------|----------|
| 109         | 6,941.45 |

| Line | Qty          | Description                                                                                                      | Unit Price | Extended |
|------|--------------|------------------------------------------------------------------------------------------------------------------|------------|----------|
| 82   | 1.00<br>Each | KNOLL<br>ORCH-PD-A<br>Pencil Drawer, 16-1/2Wx22-3/4Dx1-3/4H<br>Mark Line For: 109                                | 119.14     | 119.14   |
| 83   | 1.00<br>Each | KNOLL<br>RL4L58<br>LED Task Light, 58Wx2D, for use with 66" and wider overheads (96 LED's)<br>Mark Line For: 109 | 405.17     | 405.17   |
| 84   | 1.00<br>Each | KNOLL<br>AWM1S72<br>Stiffener for Worksurface 56W, for 72" application<br>Mark Line For: 109                     | 24.19      | 24.19    |
| 85   | 1.00         | KNOLL                                                                                                            | 642.60     | 642.60   |



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|----|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|    | Each         | R2C7232DHB--(L)-(CORE)-127-W<br>Bookcase, Open with 4 Shelves, 72-1/2Hx30Wx20D, Stepped Base, for 28-3/8" planning<br>(L):SURF- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>W:INT- Wood<br>Mark Line For: 109                                                                                                                                                                                                                                                                              |        |        |
| 86 | 1.00<br>Each | KNOLL<br>RSDHL24--(L)-(CORE)-127<br>L-Base, 24Wx28-3/8Hx12D, for 28-3/8" planning<br>(L):Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>Mark Line For: 109                                                                                                                                                                                                                                                                                                                                    | 164.09 | 164.09 |
| 87 | 1.00<br>Each | KNOLL<br>RDHPM62--(L)-127<br>Partial/Half Height Modesty Panel, 62Wx12H<br>(L):Laminate<br>127:LAM- Walnut<br>Mark Line For: 109                                                                                                                                                                                                                                                                                                                                                                       | 123.01 | 123.01 |
| 88 | 1.00<br>Each | KNOLL<br>RPDHB30--(L)-(CORE)-127<br>Pedestal Back, 30Wx28-3/8H, for 28-3/8" planning<br>(L):Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>Mark Line For: 109                                                                                                                                                                                                                                                                                                                                 | 85.04  | 85.04  |
| 89 | 1.00<br>Each | KNOLL<br>RWHDHTB72H1--(W692)-W6928<br>Tackboard, Wall Hung, 72W, H1 height<br>(W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 109                                                                                                                                                                                                                                                                                                                                            | 127.43 | 127.43 |
| 90 | 1.00<br>Each | KNOLL<br>R2C7232DHDH--(L)-(CORE)-127-(L)-(CORE)-127-W-F-PU-L-S-(KEYALIKE)-<br>(LOCK)<br>Cabinet with Hinged Doors and Coat Rod, 72-1/2Hx30Wx20D, Stepped Base,<br>for 28-3/8" planning<br>(L):CASE- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(L):FRONT- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>W:INT- Wood<br>F:Bar Pull<br>PU:PULL- Satin Nickel<br>L:Lock Hole Drilled<br>S:Silver lock<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK):Specify lock core & key separately | 714.64 | 714.64 |



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|----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|    |              | Mark Line For: 109                                                                                                                                                                                                                                                                                                    |        |        |
| 91 | 1.00<br>Each | KNOLL<br>SAPMADFTMK--SILV-B<br>Sapper Double Arm Kit, fixed table mount, 16" mast, movement joints,<br>adjustment knob, cable management clips<br>SILV:PAINT- Silver<br>B:KNOB- Black<br>Mark Line For: 109                                                                                                           | 248.27 | 248.27 |
| 92 | 1.00<br>Each | KNOLL<br>RTRDOF72302--(L)-(CORE)-127-127-117<br>Rectangular Table, 72Wx30Dx1-1/2H, 28-3/8H Open Frame Leg<br>(L):TOP- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>127:EDGE- Walnut<br>117:LEG- Soft Grey<br>Mark Line For: 109                                                                            | 540.66 | 540.66 |
| 93 | 1.00<br>Each | KNOLL<br>RSD482--N--(L)-(CORE)-127-127<br>Worksurface, Rectangular, 48Wx24Dx1-1/2H<br>N:No Grommet<br>~:No grommet finish necessary<br>(L):TOP- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>127:EDGE- Walnut<br>Mark Line For: 109                                                                        | 143.56 | 143.56 |
| 94 | 1.00<br>Each | KNOLL<br>RSD722--N--(L)-(CORE)-127-127<br>Worksurface, Rectangular, 72Wx24Dx1-1/2H<br>N:No Grommet<br>~:No grommet finish necessary<br>(L):TOP- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>127:EDGE- Walnut<br>Mark Line For: 109                                                                        | 178.15 | 178.15 |
| 95 | 1.00<br>Each | KNOLL<br>KHATB2CEA24GS--(70)-(1)-G<br>k. stand Height Adjustable Table Base, C-Leg, Standard Electric, Adjustable<br>Width Base, with glides, with standard switch (for use with 47W to 96W x 23D<br>to 24D nominal top)<br>(70):For use with 70W Top<br>(1):Desk Height (29H)<br>G:PAINT- Grey<br>Mark Line For: 109 | 529.10 | 529.10 |
| 96 | 1.00<br>Each | KNOLL<br>ROMHSH721--(L)-127-(L)-127-F-PU-L-S-(KEYALIKE)-(LOCK2)<br>Overhead Cabinet, Wall Hung, Hinged Doors, cubby concealed,<br>72Wx15Dx20H, for 28-3/8" planning<br>(L):CASE- Core Laminate                                                                                                                        | 965.85 | 965.85 |



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## Proposal

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|-----------------|------------------------|
| Proposal Number | 20576                  |
| Date            | 01/11/2021             |
| Customer PO No  |                        |
| Customer Name   | City of Richland Hills |
| Salesperson     | Amy Phipps             |
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|     |              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |        |        |
|-----|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | 127:LAM- Walnut<br>(L):FRONT- Core Laminate<br>127:LAM- Walnut<br>F:Bar Pull<br>PU:PULL- Satin Nickel<br>L:2 Lock Holes Drilled<br>S:Silver lock<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK2):Specify 2 lock cores & keys separately<br>Mark Line For: 109                                                                                                                                                                                                                                        |        |        |
| 97  | 1.00<br>Each | KNOLL<br>R2P302K--(L)-(CORE)-127-(L)-(CORE)-127-M-F-PU-L-S-(KEYALIKE)-(LOCK)<br>Pedestal, File/File, 30Wx23Dx28-3/8H, Stepped Base, for 28-3/8" planning<br>(L):CASE- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(L):FRONT- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>M:INT- Metal<br>F:Bar Pull<br>PU:PULL- Satin Nickel<br>L:Lock Hole Drilled<br>S:Silver lock<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK):Specify lock core & key separately<br>Mark Line For: 109 | 437.68 | 437.68 |
| 98  | 1.00<br>Each | KNOLL<br>441HA2SXHCASM-DK-09-USF---(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, height adjustable arms, plastic<br>base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 109                                                                                                                 | 384.43 | 384.43 |
| 99  | 2.00<br>Each | Jasper Group<br>MI853D-C/COL-?-MCH-NYG-~<br>Millie Guest - 21 1/2d x 18  1/4w x 33h<br>C/COL:Grade C/COL<br>?:Undecided Grade C Fabric Selection<br>MCH:Mocha<br>NYG:Rubber Cushion Nylon Glides<br>~:Quote- JG21-1112 exp 3.11.21<br>Mark Line For: 109                                                                                                                                                                                                                                        | 463.05 | 926.10 |
| 100 | 2.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 109                                                                                                                                                                                                                                                                                                                                                               | 13.87  | 27.74  |



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| Salesperson     | Amy Phipps             |
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|     |              |                                                                                                                                                                                                                                                                 |       |        |
|-----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|--------|
| 101 | 3.00<br>Each | GLS Tech Services<br>TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 109<br>Mark Line For: 109 | 35.00 | 105.00 |
| 102 | 1.00<br>Each | AMAZON<br>33662-----<br>GE, Black, 6 Outlet Surge Protector<br>~:8 Ft Extension Cord, Power Strip<br>~:Black<br>Mark Line For: 109                                                                                                                              | 17.10 | 17.10  |
| 103 | 1.00<br>Each | KNOLL<br>D1WB20<br>Worksurface Cable Management Basket, 20"<br>Mark Line For: 109                                                                                                                                                                               | 13.26 | 13.26  |
| 104 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 109                                                                                                                                                                               | 19.24 | 19.24  |
| 105 | 1.00<br>Each | KNOLL<br>KSPEC4CH--K106<br>Set of 4 cores/keys (chrome)<br>K106:K106<br>Mark Line For: 109                                                                                                                                                                      | 0.00  | 0.00   |

| Description | Extended |
|-------------|----------|
| 115         | 7,141.73 |

| Line | Qty          | Description                                                                                                                                                                                                     | Unit Price | Extended |
|------|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 106  | 1.00<br>Each | KNOLL<br>RL4L58<br>LED Task Light, 58Wx2D, for use with 66" and wider overheads (96 LED's)<br>Mark Line For: 115                                                                                                | 405.17     | 405.17   |
| 107  | 1.00<br>Each | KNOLL<br>AWM1S72<br>Stiffener for Worksurface 56W, for 72" application<br>Mark Line For: 115                                                                                                                    | 24.19      | 24.19    |
| 108  | 1.00<br>Each | KNOLL<br>R2C7232DHB--(L)-(CORE)-127-W<br>Bookcase, Open with 4 Shelves, 72-1/2Hx30Wx20D, Stepped Base, for 28-3/8"<br>planning<br>(L):SURF- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>W:INT- Wood | 642.60     | 642.60   |



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|     |              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |        |        |
|-----|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
| 109 | 1.00<br>Each | Mark Line For: 115<br>KNOLL<br>RSDHL20--(L)-(CORE)-127<br>L-Base, 20Wx28-3/8Hx12D, for 28-3/8" planning<br>(L):Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>Mark Line For: 115                                                                                                                                                                                                                                                                                                                                    | 161.76 | 161.76 |
| 110 | 1.00<br>Each | KNOLL<br>RDHPM62--(L)-127<br>Partial/Half Height Modesty Panel, 62Wx12H<br>(L):Laminate<br>127:LAM- Walnut<br>Mark Line For: 115                                                                                                                                                                                                                                                                                                                                                                                             | 123.01 | 123.01 |
| 111 | 1.00<br>Each | KNOLL<br>RPDHB30--(L)-(CORE)-127<br>Pedestal Back, 30Wx28-3/8H, for 28-3/8" planning<br>(L):Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>Mark Line For: 115                                                                                                                                                                                                                                                                                                                                                       | 85.04  | 85.04  |
| 112 | 1.00<br>Each | KNOLL<br>RWDHTB84H1--(W692)-W6928<br>Tackboard, Wall Hung, 84W, H1 height<br>(W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 115                                                                                                                                                                                                                                                                                                                                                                   | 144.33 | 144.33 |
| 113 | 1.00<br>Each | KNOLL<br>R2C7232DHDH--(L)-(CORE)-127-(L)-(CORE)-127-W-F-PU-L-S-(KEYALIKE)-<br>(LOCK)<br>Cabinet with Hinged Doors and Coat Rod, 72-1/2Hx30Wx20D, Stepped Base,<br>for 28-3/8" planning<br>(L):CASE- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(L):FRONT- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>W:INT- Wood<br>F:Bar Pull<br>PU:PULL- Satin Nickel<br>L:Lock Hole Drilled<br>S:Silver lock<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK):Specify lock core & key separately<br>Mark Line For: 115 | 714.64 | 714.64 |
| 114 | 1.00<br>Each | KNOLL<br>SAPMADFTMK--SILV-B<br>Sapper Double Arm Kit, fixed table mount, 16" mast, movement joints,<br>adjustment knob, cable management clips<br>SILV:PAINT- Silver<br>B:KNOB- Black                                                                                                                                                                                                                                                                                                                                        | 248.27 | 248.27 |



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|     |              |                                                                                                                                                                                                                                                                                                                                                                                    |          |          |
|-----|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
|     |              | Mark Line For: 115                                                                                                                                                                                                                                                                                                                                                                 |          |          |
| 115 | 1.00<br>Each | KNOLL<br>RSD482--N--(L)-(CORE)-127-127<br>Worksurface, Rectangular, 48Wx24Dx1-1/2H<br>N:No Grommet<br>~:No grommet finish necessary<br>(L):TOP- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>127:EDGE- Walnut<br>Mark Line For: 115                                                                                                                                     | 143.56   | 143.56   |
| 116 | 1.00<br>Each | KNOLL<br>RSD841--N--(L)-(CORE)-127-127<br>Worksurface, Rectangular, 84Wx20Dx1-1/2H<br>N:No Grommet<br>~:No grommet finish necessary<br>(L):TOP- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>127:EDGE- Walnut<br>Mark Line For: 115                                                                                                                                     | 174.50   | 174.50   |
| 117 | 1.00<br>Each | KNOLL<br>RTRDOF72302--(L)-(CORE)-127-127-117<br>Rectangular Table, 72Wx30Dx1-1/2H, 28-3/8H Open Frame Leg<br>(L):TOP- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>127:EDGE- Walnut<br>117:LEG- Soft Grey<br>Mark Line For: 115                                                                                                                                         | 540.66   | 540.66   |
| 118 | 1.00<br>Each | KNOLL<br>KHATB2CEA24GS--(70)-(1)-G<br>k. stand Height Adjustable Table Base, C-Leg, Standard Electric, Adjustable<br>Width Base, with glides, with standard switch (for use with 47W to 96W x 23D<br>to 24D nominal top)<br>(70):For use with 70W Top<br>(1):Desk Height (29H)<br>G:PAINT- Grey<br>Mark Line For: 115                                                              | 529.10   | 529.10   |
| 119 | 1.00<br>Each | KNOLL<br>ROMHSH841--(L)-127-(L)-127-F-PU-L-S-(KEYALIKE)-(LOCK3)<br>Overhead Cabinet, Wall Hung, Hinged Doors, cubby concealed,<br>84Wx15Dx20H, for 28-3/8" planning<br>(L):CASE- Core Laminate<br>127:LAM- Walnut<br>(L):FRONT- Core Laminate<br>127:LAM- Walnut<br>F:Bar Pull<br>PU:PULL- Satin Nickel<br>L:3 Lock Holes Drilled<br>S:Silver lock<br>(KEYALIKE):LOCK- Keyed Alike | 1,260.24 | 1,260.24 |



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|     |              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |        |        |
|-----|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | (LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 115                                                                                                                                                                                                                                                                                                                                                                                                                            |        |        |
| 120 | 1.00<br>Each | KNOLL<br>R2P301K--(L)-(CORE)-127-(L)-(CORE)-127-M-F-PU-L-S-(KEYALIKE)-(LOCK)<br>Pedestal, File/File, 30Wx19Dx28-3/8H, Stepped Base, for 28-3/8" planning<br>(L):CASE- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(L):FRONT- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>M:INT- Metal<br>F:Bar Pull<br>PU:PULL- Satin Nickel<br>L:Lock Hole Drilled<br>S:Silver lock<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK):Specify lock core & key separately<br>Mark Line For: 115 | 414.79 | 414.79 |
| 121 | 1.00<br>Each | KNOLL<br>441HP2SXHCASM-DK-09-USF--~-(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, high performance arms, plastic<br>base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 115                                                                                                                 | 421.43 | 421.43 |
| 122 | 2.00<br>Each | Jasper Group<br>MI853D-C/COL-?-MCH-NYG--~<br>Millie Guest - 21 1/2d x 18  1/4w x 33h<br>C/COL:Grade C/COL<br>?:Undecided Grade C Fabric Selection<br>MCH:Mocha<br>NYG:Rubber Cushion Nylon Glides<br>~:Quote- JG21-1112 exp 3.11.21<br>Mark Line For: 115                                                                                                                                                                                                                                       | 463.05 | 926.10 |
| 123 | 2.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 115                                                                                                                                                                                                                                                                                                                                                               | 13.87  | 27.74  |
| 124 | 3.00<br>Each | GLS Tech Services<br>TECH--~--~--~--~--~<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends                                                                                                                                                                                                                                                                            | 35.00  | 105.00 |



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|-----|--------------|-----------------------------------------------------------------------------------------------------------------------------------|-------|-------|
|     |              | ~:Location in Facility- 115<br>Mark Line For: 115                                                                                 |       |       |
| 125 | 1.00<br>Each | AMAZON<br>33662---~<br>GE, Black, 6 Outlet Surge Protector<br>~:8 Ft Extension Cord, Power Strip<br>~:Black<br>Mark Line For: 115 | 17.10 | 17.10 |
| 126 | 1.00<br>Each | KNOLL<br>D1WB20<br>Worksurface Cable Management Basket, 20"<br>Mark Line For: 115                                                 | 13.26 | 13.26 |
| 127 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 115                                                 | 19.24 | 19.24 |
| 128 | 1.00<br>Each | KNOLL<br>KSPEC5CH--K107<br>Set of 5 cores/keys (chrome)<br>K107:K107<br>Mark Line For: 115                                        | 0.00  | 0.00  |

| Description | Extended |
|-------------|----------|
| 117         | 6,097.25 |

| Line | Qty          | Description                                                                                                                                                                                                                           | Unit Price | Extended |
|------|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 129  | 1.00<br>Each | KNOLL<br>DL4L58<br>LED Task Light, 58Wx2D, for use with 66" and wider overheads (96 LED's)<br>Mark Line For: 117                                                                                                                      | 415.06     | 415.06   |
| 130  | 1.00<br>Each | KNOLL<br>R2C7261DHB--(L)-(CORE)-127-W<br>Bookcase, Open with 4 Shelves, 72-1/2Hx36Wx15D, Stepped Base, for 28-3/8"<br>planning<br>(L):SURF- Laminate<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>W:INT- Wood<br>Mark Line For: 117 | 671.73     | 671.73   |
| 131  | 1.00<br>Each | KNOLL<br>DD1EU18--(CORE S)-117<br>End Unit Support, 14-7/8Wx18D<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>Mark Line For: 117                                                                                          | 110.52     | 110.52   |
| 132  | 1.00<br>Each | KNOLL<br>RRML78--(L)-127-H<br>L-Shelf, Wall Hung, 78Wx15Dx14-3/4H<br>(L):Core Laminate<br>127:LAM- Walnut                                                                                                                             | 304.01     | 304.01   |



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|-----|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | H:horizontal grain direction<br>Mark Line For: 117                                                                                                                                                                                                                                                                                   |        |        |
| 133 | 1.00<br>Each | KNOLL<br>RDHPM62--(L)-127<br>Partial/Half Height Modesty Panel, 62Wx12H<br>(L):Laminate<br>127:LAM- Walnut<br>Mark Line For: 117                                                                                                                                                                                                     | 123.01 | 123.01 |
| 134 | 1.00<br>Each | KNOLL<br>RWDHTB78H1--(W692)-W6928<br>Tackboard, Wall Hung, 78W, H1 height<br>(W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 117                                                                                                                                                                           | 135.49 | 135.49 |
| 135 | 1.00<br>Each | KNOLL<br>D1R4824N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 48Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 117                                                                                                                             | 98.57  | 98.57  |
| 136 | 1.00<br>Each | KNOLL<br>D1R6630N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 66Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 117                                                                                                                             | 160.20 | 160.20 |
| 137 | 1.00<br>Each | KNOLL<br>C2F6436CMCCC--(CORE S)-117-(KEYALIKE)-(LOCK)<br>Calibre Lateral File, 1-13.5" receding door with fixed shelf, 4-12" drawers with<br>rails, 36Wx64-1/2H, with lock<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK):Specify lock core & key separately<br>Mark Line For: 117 | 795.63 | 795.63 |
| 138 | 1.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 117                                                                                                                                                                                                                                                                         | 12.48  | 12.48  |
| 139 | 1.00<br>Each | Jasper Group<br>KN3003WU--WA1-MCH--C/COL-?-MBK--<br>Knox Armless Stack Chair - Wood Back\Uph. Seat<br>WA1:Walnut Wood Species<br>MCH:Mocha<br>~:No Handle Cut Out<br>C/COL:Grade C/COL (Seat Fabric)<br>?:Undecided Grade C Fabric Selection                                                                                         | 365.05 | 365.05 |



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|-----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
|     |              | MBK:Matte Black<br>~:Quote- JG21-1112 exp 3.11.21<br>Mark Line For: 117                                                                                                                                                                                                                                                                                                           |          |          |
| 140 | 1.00<br>Each | KNOLL<br>SAPMASFTMK--SILV-B<br>Sapper Single Arm Kit, fixed table mount, 16" mast, movement joints,<br>adjustment knob, cable management clips<br>SILV:PAINT- Silver<br>B:KNOB- Black<br>Mark Line For: 117                                                                                                                                                                       | 138.75   | 138.75   |
| 141 | 1.00<br>Each | KNOLL<br>KHATB2CEA30GS--(70)-(1)-G<br>k. stand Height Adjustable Table Base, C-Leg, Standard Electric, Adjustable<br>Width Base, with glides, with standard switch (for use with 47W to 96W x 29D<br>to 30D nominal top)<br>(70):For use with 70W Top<br>(1):Desk Height (29H)<br>G:PAINT- Grey<br>Mark Line For: 117                                                             | 529.10   | 529.10   |
| 142 | 1.00<br>Each | KNOLL<br>DB1WR54--NA<br>Stiffening Strap, 54W<br>NA:PAINT- Black<br>Mark Line For: 117                                                                                                                                                                                                                                                                                            | 20.02    | 20.02    |
| 143 | 1.00<br>Each | KNOLL<br>441HA2SXHCASM--DK-09-USF--~-(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, height adjustable arms, plastic<br>base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 117 | 384.43   | 384.43   |
| 144 | 1.00<br>Each | KNOLL<br>WP283024FFLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Doublewide Pedestal 28H 30W 24D, File/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 117                                | 527.14   | 527.14   |
| 145 | 1.00<br>Each | KNOLL<br>WTFD6424FDCBLHLL--127-127-127-T-AA-C-(KEYALIKE)-(LOCK3)<br>Tower Front Access with Door 64Hx24Wx24D, Full Height Door Locker - Box/<br>Box(file front)/File Pedestal, Left Hand, laminate, locking<br>127:CASE- Walnut                                                                                                                                                   | 1,136.98 | 1,136.98 |



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## Proposal

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|-----------------|------------------------|
| Proposal Number | 20576                  |
| Date            | 01/11/2021             |
| Customer PO No  |                        |
| Customer Name   | City of Richland Hills |
| Salesperson     | Amy Phipps             |
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|     |              |                                                                                                                                                                                                                                                                  |       |        |
|-----|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|--------|
|     |              | 127:FRONT- Walnut<br>127:TOP- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 117                                         |       |        |
| 146 | 2.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 117                                                                                                                                | 13.87 | 27.74  |
| 147 | 3.00<br>Each | GLS Tech Services<br>TECH-----~<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 117<br>Mark Line For: 117 | 35.00 | 105.00 |
| 148 | 1.00<br>Each | AMAZON<br>33662-----~<br>GE, Black, 6 Outlet Surge Protector<br>~:8 Ft Extension Cord, Power Strip<br>~:Black<br>Mark Line For: 117                                                                                                                              | 17.10 | 17.10  |
| 149 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 117                                                                                                                                                                                | 19.24 | 19.24  |
| 150 | 1.00<br>Each | KNOLL<br>KSPEC5CH--K108<br>Set of 5 cores/keys (chrome)<br>K108:K108<br>Mark Line For: 117                                                                                                                                                                       | 0.00  | 0.00   |

| Description | Extended |
|-------------|----------|
| 118         | 4,303.11 |

| Line | Qty          | Description                                                                                | Unit Price | Extended |
|------|--------------|--------------------------------------------------------------------------------------------|------------|----------|
| 151  | 1.00<br>Each | KNOLL<br>DB1F24SP<br>Flat Bracket 24" - Single Pack<br>Mark Line For: 118                  | 8.58       | 8.58     |
| 152  | 1.00<br>Each | KNOLL<br>DL4L58<br>LED Task Light, 58Wx2D, for use with 66" and wider overheads (96 LED's) | 415.06     | 415.06   |



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|     |              |                                                                                                                                                                                                          |        |        |
|-----|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
| 153 | 1.00<br>Each | Mark Line For: 118<br>KNOLL<br>D1WB32<br>Worksurface Cable Management Basket, 32"<br>Mark Line For: 118                                                                                                  | 17.42  | 17.42  |
| 154 | 1.00<br>Each | KNOLL<br>D1WC<br>Worksurface Cable Management Clip (10)<br>Mark Line For: 118                                                                                                                            | 12.75  | 12.75  |
| 155 | 1.00<br>Each | KNOLL<br>DB1LS30A--(CORE)-117T<br>A Leg Support, 30D<br>(CORE):Core Paints<br>117T:PAINT- Soft Grey (Textured)<br>Mark Line For: 118                                                                     | 117.03 | 117.03 |
| 156 | 2.00<br>Each | KNOLL<br>DS1WM36--117<br>Overhead Wall Mount Bracket, 36W<br>117:PAINT- Soft Grey (smooth)<br>Mark Line For: 118                                                                                         | 26.53  | 53.06  |
| 157 | 2.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 118                                                                                                                                             | 12.48  | 24.96  |
| 158 | 1.00<br>Each | KNOLL<br>RWHDHTB72H1--(W692)-W6928<br>Tackboard, Wall Hung, 72W, H1 height<br>(W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 118                                              | 127.43 | 127.43 |
| 159 | 1.00<br>Each | KNOLL<br>D1R4224N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 42Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 118 | 87.90  | 87.90  |
| 160 | 1.00<br>Each | KNOLL<br>D1R6630N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 66Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 118 | 160.20 | 160.20 |
| 161 | 1.00<br>Each | KNOLL<br>SAPMASFTMK--SILV-B<br>Sapper Single Arm Kit, fixed table mount, 16" mast, movement joints,<br>adjustment knob, cable management clips<br>SILV:PAINT- Silver                                     | 138.75 | 138.75 |



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|     |              |                                                                                                                                                                                                                                                                                                                                                                              |        |        |
|-----|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | B:KNOB- Black<br>Mark Line For: 118                                                                                                                                                                                                                                                                                                                                          |        |        |
| 162 | 1.00<br>Each | KNOLL<br>441HA2SXHCASM-DK-09-USF---(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, height adjustable arms, plastic base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 118 | 384.43 | 384.43 |
| 163 | 1.00<br>Each | KNOLL<br>DS3PML72L--117T-127-127-(KEYALIKE)-(LOCK2)<br>Horizon Overhead Cabinet with 2 Laminate Flip-Up Doors, 72W, with Lock<br>117T:CASE- Soft Grey (Textured)<br>127:DOOR- Walnut<br>127:DOOR EDGE- Walnut<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK2):Specify 2 lock cores & keys separately<br>Mark Line For: 118                                                        | 444.70 | 444.70 |
| 164 | 1.00<br>Each | KNOLL<br>WP2816FFLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, File/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 118                                        | 356.02 | 356.02 |
| 165 | 1.00<br>Each | KNOLL<br>C2F6436MCCCC--(CORE S)-117-(KEYALIKE)-(LOCK)<br>Calibre Lateral File, 1-13.5" receding door with fixed shelf, 4-12" drawers with rails, 36Wx64-1/2H, with lock<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK):Specify lock core & key separately<br>Mark Line For: 118                                            | 795.63 | 795.63 |
| 166 | 1.00<br>Each | KNOLL<br>WL7124FHLHLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Locker 71H 12W 24D, Full Height Door with Coat Hook, Left Hand, laminate, locking<br>127:CASE: Walnut<br>127:FRONT: Walnut<br>T:PULL STYLE: 10" Finger<br>AA:PULL: Anodized Aluminum<br>C:LOCK: Chrome<br>(KEYALIKE):LOCK: Keyed Alike                                                                           | 569.53 | 569.53 |



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|     |              |                                                                                                                                                                                                                                                                                                                                                      |        |        |
|-----|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | (LOCK1):Specify lock core & key separately<br>Mark Line For: 118                                                                                                                                                                                                                                                                                     |        |        |
| 167 | 1.00<br>Each | KNOLL<br>WLT1224L--127-127<br>Locker Top 12W 23-1/2D, laminate<br>127:LAM- Walnut<br>127:EDGE- Walnut<br>Mark Line For: 118                                                                                                                                                                                                                          | 40.57  | 40.57  |
| 168 | 1.00<br>Each | KNOLL<br>WP2816CBLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, Box/Box(file front)/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 118 | 397.11 | 397.11 |
| 169 | 2.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 118                                                                                                                                                                                                                    | 13.87  | 27.74  |
| 170 | 3.00<br>Each | GLS Tech Services<br>TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 118<br>Mark Line For: 118                                                                                      | 35.00  | 105.00 |
| 171 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 118                                                                                                                                                                                                                                                                    | 19.24  | 19.24  |
| 172 | 1.00<br>Each | KNOLL<br>KSPEC6CH--K109<br>Set of 6 cores/keys (chrome)<br>K109:K109<br>Mark Line For: 118                                                                                                                                                                                                                                                           | 0.00   | 0.00   |

| Description | Extended |
|-------------|----------|
| 121         | 7,581.36 |

| Line | Qty          | Description     | Unit Price | Extended |
|------|--------------|-----------------|------------|----------|
| 173  | 2.00<br>Each | KNOLL<br>DL4L58 | 415.06     | 830.12   |



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| Customer Name   | City of Richland Hills |
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|     |              |                                                                                                                                                                                                                                                                                                                                                                  |        |        |
|-----|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | LED Task Light, 58Wx2D, for use with 66" and wider overheads (96 LED's)<br>Mark Line For: 121                                                                                                                                                                                                                                                                    |        |        |
| 174 | 2.00<br>Each | KNOLL<br>RWDHDTB72H1--(W692)-W6928<br>Tackboard, Wall Hung, 72W, H1 height<br>(W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 121                                                                                                                                                                                                      | 127.43 | 254.86 |
| 175 | 2.00<br>Each | KNOLL<br>D1R7230N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 72Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 121                                                                                                                                                         | 165.40 | 330.80 |
| 176 | 1.00<br>Each | KNOLL<br>25SCS2SC--ON--(GEN)-GENF09<br>MultiGeneration by Knoll, 5-star base, standard cylinder, armless, upholstered<br>seat, black plastic base, soft casters<br>ON:SHELL: Onyx<br>--Standard Textile<br>(GEN):TEX: Generation Fabric<br>GENF09:COL: Onyx<br>Mark Line For: 121                                                                                | 260.30 | 260.30 |
| 177 | 2.00<br>Each | KNOLL<br>SAPMASFTMK--SILV-B<br>Sapper Single Arm Kit, fixed table mount, 16" mast, movement joints,<br>adjustment knob, cable management clips<br>SILV:PAINT- Silver<br>B:KNOB- Black<br>Mark Line For: 121                                                                                                                                                      | 138.75 | 277.50 |
| 178 | 2.00<br>Each | KNOLL<br>441NA2SXHCASM--DK-09-USF--(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, armless, plastic base, standard<br>cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>--Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 121 | 310.43 | 620.86 |
| 179 | 2.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 121                                                                                                                                                                                                                                                                                                     | 12.48  | 24.96  |
| 180 | 4.00<br>Each | KNOLL<br>DS1WM36--117<br>Overhead Wall Mount Bracket, 36W<br>117:PAINT- Soft Grey (smooth)                                                                                                                                                                                                                                                                       | 26.53  | 106.12 |



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| Customer PO No  |                        |
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|-----|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
|     |              | Mark Line For: 121                                                                                                                                                                                                                                                                                                                                                                                                                                           |          |          |
| 181 | 1.00<br>Each | KNOLL<br>WTFD6424FDCBLHLL--127-127-127-T-AA-C-(KEYALIKE)-(LOCK3)<br>Tower Front Access with Door 64Hx24Wx24D, Full Height Door Locker - Box/<br>Box(file front)/File Pedestal, Left Hand, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>127:TOP- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 121  | 1,136.98 | 1,136.98 |
| 182 | 1.00<br>Each | KNOLL<br>WTFD6424FDCBRHLL--127-127-127-T-AA-C-(KEYALIKE)-(LOCK3)<br>Tower Front Access with Door 64Hx24Wx24D, Full Height Door Locker - Box/<br>Box(file front)/File Pedestal, Right Hand, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>127:TOP- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 121 | 1,136.98 | 1,136.98 |
| 183 | 2.00<br>Each | KNOLL<br>DS3PML72L--117T-127-127-(KEYALIKE)-(LOCK2)<br>Horizon Overhead Cabinet with 2 Laminate Flip-Up Doors, 72W, with Lock<br>117T:CASE- Soft Grey (Textured)<br>127:DOOR- Walnut<br>127:DOOR EDGE- Walnut<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK2):Specify 2 lock cores & keys separately<br>Mark Line For: 121                                                                                                                                        | 444.70   | 889.40   |
| 184 | 2.00<br>Each | KNOLL<br>WP2816CBLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, Box/Box(file front)/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 121                                                                                                         | 397.11   | 794.22   |
| 185 | 2.00<br>Each | KNOLL<br>WP2816FFLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, File/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut                                                                                                                                                                                                                                                                                                        | 356.02   | 712.04   |



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|-----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|--------|
|     |              | T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 121                                                                                    |       |        |
| 186 | 2.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 121                                                                                                                               | 13.87 | 27.74  |
| 187 | 4.00<br>Each | GLS Tech Services<br>TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 121<br>Mark Line For: 121 | 35.00 | 140.00 |
| 188 | 2.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 121                                                                                                                                                                               | 19.24 | 38.48  |
| 189 | 2.00<br>Each | KNOLL<br>KSPEC7CH--K110,K111<br>Set of 7 cores/keys (chrome)<br>K110,K111:K110, K111<br>Mark Line For: 121                                                                                                                                                      | 0.00  | 0.00   |

| Description | Extended |
|-------------|----------|
| 122         | 7,581.36 |

| Line | Qty          | Description                                                                                                                                                | Unit Price | Extended |
|------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 190  | 2.00<br>Each | KNOLL<br>DL4L58<br>LED Task Light, 58Wx2D, for use with 66" and wider overheads (96 LED's)<br>Mark Line For: 122                                           | 415.06     | 830.12   |
| 191  | 2.00<br>Each | KNOLL<br>RWDHTB72H1--(W692)-W6928<br>Tackboard, Wall Hung, 72W, H1 height<br>(W692):FABRIC- Growth Spurt (Gr10)<br>W6928:COL- Flaxen<br>Mark Line For: 122 | 127.43     | 254.86   |
| 192  | 2.00<br>Each | KNOLL<br>D1R7230N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 72Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut                      | 165.40     | 330.80   |



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|-----|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|----------|
|     |              | (CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 122                                                                                                                                                                                                                                                                                                                                                                                             |          |          |
| 193 | 1.00<br>Each | KNOLL<br>25SCS2SC--ON--(GEN)-GENF09<br>MultiGeneration by Knoll, 5-star base, standard cylinder, armless, upholstered seat, black plastic base, soft casters<br>ON:SHELL: Onyx<br>~:Standard Textile<br>(GEN):TEX: Generation Fabric<br>GENF09:COL: Onyx<br>Mark Line For: 122                                                                                                                                                                              | 260.30   | 260.30   |
| 194 | 2.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 122                                                                                                                                                                                                                                                                                                                                                                                                | 12.48    | 24.96    |
| 195 | 2.00<br>Each | KNOLL<br>SAPMASFTMK--SILV-B<br>Sapper Single Arm Kit, fixed table mount, 16" mast, movement joints, adjustment knob, cable management clips<br>SILV:PAINT- Silver<br>B:KNOB- Black<br>Mark Line For: 122                                                                                                                                                                                                                                                    | 138.75   | 277.50   |
| 196 | 2.00<br>Each | KNOLL<br>441NA2SXHCASM--DK-09-USF--(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, armless, plastic base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 122                                                                                               | 310.43   | 620.86   |
| 197 | 1.00<br>Each | KNOLL<br>WTFD6424FDCBLHLL--127-127-127-T-AA-C-(KEYALIKE)-(LOCK3)<br>Tower Front Access with Door 64Hx24Wx24D, Full Height Door Locker - Box/<br>Box(file front)/File Pedestal, Left Hand, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>127:TOP- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 122 | 1,136.98 | 1,136.98 |
| 198 | 1.00<br>Each | KNOLL<br>WTFD6424FDCBRHLL--127-127-127-T-AA-C-(KEYALIKE)-(LOCK3)<br>Tower Front Access with Door 64Hx24Wx24D, Full Height Door Locker - Box/<br>Box(file front)/File Pedestal, Right Hand, laminate, locking                                                                                                                                                                                                                                                | 1,136.98 | 1,136.98 |



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| Proposal Number | 20576                  |
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|     |              |                                                                                                                                                                                                                                                                                                                                                      |        |        |
|-----|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | 127:CASE- Walnut<br>127:FRONT- Walnut<br>127:TOP- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 122                                                                                                         |        |        |
| 199 | 2.00<br>Each | KNOLL<br>DS3PML72L--117T-127-127-(KEYALIKE)-(LOCK2)<br>Horizon Overhead Cabinet with 2 Laminate Flip-Up Doors, 72W, with Lock<br>117T:CASE- Soft Grey (Textured)<br>127:DOOR- Walnut<br>127:DOOR EDGE- Walnut<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK2):Specify 2 lock cores & keys separately<br>Mark Line For: 122                                | 444.70 | 889.40 |
| 200 | 4.00<br>Each | KNOLL<br>DS1WM36--117<br>Overhead Wall Mount Bracket, 36W<br>117:PAINT- Soft Grey (smooth)<br>Mark Line For: 122                                                                                                                                                                                                                                     | 26.53  | 106.12 |
| 201 | 2.00<br>Each | KNOLL<br>WP2816CBLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, Box/Box(file front)/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 122 | 397.11 | 794.22 |
| 202 | 2.00<br>Each | KNOLL<br>WP2816FFLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, File/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 122                | 356.02 | 712.04 |
| 203 | 2.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 122                                                                                                                                                                                                                    | 13.87  | 27.74  |
| 204 | 4.00         | GLS Tech Services                                                                                                                                                                                                                                                                                                                                    | 35.00  | 140.00 |



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|     |              |                                                                                                                                                                                                                                            |       |       |
|-----|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------|
|     | Each         | TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 122<br>Mark Line For: 122 |       |       |
| 205 | 2.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 122                                                                                                                                                          | 19.24 | 38.48 |
| 206 | 2.00<br>Each | KNOLL<br>KSPEC7CH--K112,K113<br>Set of 7 cores/keys (chrome)<br>K112,K113:K112, K113<br>Mark Line For: 122                                                                                                                                 | 0.00  | 0.00  |

| Description | Extended |
|-------------|----------|
| 126         | 1,241.72 |

| Line | Qty          | Description                                                                                                                                                                                                                                                                                                                                                       | Unit Price | Extended |
|------|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 207  | 4.00<br>Each | KNOLL<br>441NA2SXHCASM--DK-09-USF---(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, armless, plastic base, standard<br>cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 126 | 310.43     | 1,241.72 |

| Description | Extended |
|-------------|----------|
| 134         | 1,473.83 |

| Line | Qty          | Description                                                                                                                                  | Unit Price | Extended |
|------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 208  | 1.00<br>Each | KNOLL<br>DD1EU24--(CORE S)-117<br>End Unit Support, 14-7/8Wx24D<br>(CORE S):Smooth Core Paints<br>117:PAINT- Soft Grey<br>Mark Line For: 134 | 122.23     | 122.23   |
| 209  | 1.00<br>Each | KNOLL<br>DB1WR54--NA<br>Stiffening Strap, 54W<br>NA:PAINT- Black<br>Mark Line For: 134                                                       | 20.02      | 20.02    |



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|-----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
| 210 | 1.00<br>Each | KNOLL<br>D1R7224N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 72Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 134                                                                                                              | 130.29 | 130.29 |
| 211 | 1.00<br>Each | KNOLL<br>25SCS2SC--ON--(GEN)-GENF09<br>MultiGeneration by Knoll, 5-star base, standard cylinder, armless, upholstered<br>seat, black plastic base, soft casters<br>ON:SHELL: Onyx<br>~:Standard Textile<br>(GEN):TEX: Generation Fabric<br>GENF09:COL: Onyx<br>Mark Line For: 134                                     | 260.30 | 260.30 |
| 212 | 2.00<br>Each | KNOLL<br>2SCNXGL--2-ON<br>MultiGeneration by Knoll stacking chair, armless, glides<br>2:FRAME: Black<br>ON:SHELL: Onyx<br>Mark Line For: 134                                                                                                                                                                          | 110.20 | 220.40 |
| 213 | 1.00<br>Each | KNOLL<br>WP2816CSLD--127-127-T-AA-A-NO<br>Pedestal 28Hx16Wx24D, Shelf/Box/File with Single Front, laminate, digital<br>keypad locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>A:LOCK- Automatic<br>NO:LOCK FINISH- Brushed Nickel<br>Mark Line For: 134 | 517.77 | 517.77 |
| 214 | 1.00<br>Each | KNOLL<br>WDKEYP<br>Digital Keypad Key, Programming<br>Mark Line For: 134                                                                                                                                                                                                                                              | 70.74  | 70.74  |
| 215 | 1.00<br>Each | KNOLL<br>WDKEYM<br>Digital Keypad Key, Manager<br>Mark Line For: 134                                                                                                                                                                                                                                                  | 51.49  | 51.49  |
| 216 | 1.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 134                                                                                                                                                                                                                                                          | 12.48  | 12.48  |
| 217 | 1.00<br>Each | Doug Mockett & Company<br>TG5-26D--<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 134                                                                                                                                                                                      | 13.87  | 13.87  |



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|     |              |                                                                                                                                                                                                                                                                 |       |       |
|-----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------|
| 218 | 1.00<br>Each | GLS Tech Services<br>TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 134<br>Mark Line For: 134 | 35.00 | 35.00 |
| 219 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 134                                                                                                                                                                               | 19.24 | 19.24 |

| Description | Extended |
|-------------|----------|
| 140         | 6,491.10 |

| Line | Qty           | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Unit Price | Extended |
|------|---------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 220  | 10.00<br>Each | KNOLL<br>441NA2SXHCASM-DK-09-USF---(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, armless, plastic base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 140                                                                                                                                                  | 310.43     | 3,104.30 |
| 221  | 1.00<br>Each  | KNOLL<br>RCSHHCH11-N--(L)-127-127-(L)-127-M-F-PU-L-S-(KEYALIKE)-(LOCK3)<br>Credenza, 4 Box Center, Hinged Door Left and Right, 78Wx20Dx34-3/8H<br>N:No Grommet<br>~:No grommet finish necessary<br>(L):TOP- Laminate<br>127:LAM- Walnut<br>127:EDGE- Walnut<br>(L):CASE- Laminate<br>127:LAM- Walnut<br>M:INT- Metal<br>F:Bar Pull<br>PU:PULL- Satin Nickel<br>L:3 Lock Holes Drilled<br>S:Silver lock<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK3):Specify 3 lock cores & keys separately<br>Mark Line For: 140 | 1,623.80   | 1,623.80 |
| 222  | 1.00<br>Each  | KNOLL<br>KSPEC3CH--K114<br>Set of 3 cores/keys (chrome)                                                                                                                                                                                                                                                                                                                                                                                                                                                        | 0.00       | 0.00     |



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|-----|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | K114:K114<br>Mark Line For: 140                                                                                                                                                                                                                     |        |        |
| 223 | 1.00<br>Each | KNOLL<br>DT1ABY12048--N-613T-(CORE)-127-127<br>Boat Shape Table with (2) Y-Legs and (1) T-Leg, 120Wx48D<br>N:OPT- No Grommet<br>613T:PAINT- Silver (Textured)<br>(CORE):Core Laminates<br>127:TOP- Walnut<br>127:EDGE- Walnut<br>Mark Line For: 140 | 843.18 | 843.18 |
| 224 | 1.00<br>Each | KNOLL<br>RCMC5<br>Cable Management Clips, for Meeting Tables (pkg of 5)<br>Mark Line For: 140                                                                                                                                                       | 33.54  | 33.54  |
| 225 | 2.00<br>Each | KNOLL<br>RDOTD31172BB<br>Table Drop-In Outlet, 3 Power/1 Dual USB/1 Data (311), 72L Cordset, Black<br>Housing and Bracket<br>Mark Line For: 140                                                                                                     | 190.58 | 381.16 |
| 226 | 1.00<br>Each | KNOLL<br>RWMVF<br>Flexible Vertical Wire Manager<br>Mark Line For: 140                                                                                                                                                                              | 39.00  | 39.00  |
| 227 | 1.00<br>Each | KNOLL<br>RWMWT36<br>Wire Manager, 36W<br>Mark Line For: 140                                                                                                                                                                                         | 16.12  | 16.12  |
| 228 | 2.00<br>Each | GLS Tech Services<br>TECH-----<br>Power/Data Box cut<br>~:Type of Cut- For Ref Power Module<br>~:RDOTD31172BB<br>~:Product to be Modified- Dividends Conference Table<br>~:Location in Facility- 140<br>Mark Line For: 140                          | 225.00 | 450.00 |

| Description | Extended |
|-------------|----------|
| 143         | 1,255.43 |

| Line | Qty          | Description                                                                                                                                                                                                                             | Unit Price | Extended |
|------|--------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 229  | 1.00<br>Each | KNOLL<br>ET1RCT3072--(CORE)-127-(CORE)-127-(CORE)-117<br>Rectangular Table, laminate, 72Wx30Dx29H<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>(CORE):Core Paints<br>117:BASE- Soft Grey | 594.23     | 594.23   |



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| 230 | 6.00<br>Each | Mark Line For: 143<br>KNOLL<br>2SCNXGL--2-ON<br>MultiGeneration by Knoll stacking chair, armless, glides<br>2:FRAME: Black<br>ON:SHELL: Onyx<br>Mark Line For: 143 | 110.20 | 661.20 |
|-----|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|

| Description | Extended |
|-------------|----------|
| 145         | 3,760.26 |

| Line | Qty          | Description                                                                                                                                                                                                                                                                                                                                                      | Unit Price | Extended |
|------|--------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 231  | 1.00<br>Each | KNOLL<br>DB1LS30A--(CORE)-117T<br>A Leg Support, 30D<br>(CORE):Core Paints<br>117T:PAINT- Soft Grey (Textured)<br>Mark Line For: 145                                                                                                                                                                                                                             | 117.03     | 117.03   |
| 232  | 1.00<br>Each | KNOLL<br>D1R6630N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 66Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 145                                                                                                                                                         | 160.20     | 160.20   |
| 233  | 1.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 145                                                                                                                                                                                                                                                                                                     | 12.48      | 12.48    |
| 234  | 2.00<br>Each | Global Total Office<br>7875F--~03--GPM3-GPM3-TOR-R1~<br>CITI, Fabric, 31"d x 30.375"w x 30"h, Lounge Chair, Std 2 Arms, Std with<br>Round Metal Legs, GLOBAL SEATING USA<br>~03:Grade 03<br>~GPM3:Graded In Grade 03<br>GPM3:1-Graded In Grade 03 Fabrics<br>TOR:<br>R1:F-(STD) Tungsten Legs [TUN]<br>~:(STD) Does not have Stitch Detail<br>Mark Line For: 145 | 521.36     | 1,042.72 |
| 235  | 1.00<br>Each | Global Total Office<br>7876F--~03--GPM3-GPM3-TOR-R1~<br>CITI, Fabric, 31"d x 51.75"w x 30"h, 2 Seat Sofa, Std 2 Arms, Std with Round<br>Metal Legs, GLOBAL SEATING USA<br>~03:Grade 03<br>~GPM3:Graded In Grade 03<br>GPM3:1-Graded In Grade 03 Fabrics<br>TOR:<br>R1:F-(STD) Tungsten Legs [TUN]<br>~:(STD) Does not have Stitch Detail                         | 704.13     | 704.13   |



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|-----|--------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | ~:(STD) Moisture Barrier Not Required<br>Mark Line For: 145                                                                                                                                                                                                                                                                                                                     |        |        |
| 236 | 1.00<br>Each | Global Total Office<br>7887---CLAM---R1<br>CITI, 20"d x 40"w x 15"h, Laminate Top / Laminate Base, Rectangular Coffee<br>Table, Std with Round Metal Legs, GLOBAL SEATING USA<br>~CLAM:CITI Table Top and Base Laminate Options<br>...:Skipped Option<br>R1:F-(STD) Tungsten Legs [TUN]<br>Mark Line For: 145                                                                   | 296.45 | 296.45 |
| 237 | 1.00<br>Each | KNOLL<br>441HA2SXHCASM-DK-09-USF---(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, height adjustable arms, plastic<br>base, standard cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 145 | 384.43 | 384.43 |
| 238 | 1.00<br>Each | KNOLL<br>RDHPM56--(L)-127<br>Partial/Half Height Modesty Panel, 56Wx12H<br>(L):Laminate<br>127:LAM- Walnut<br>Mark Line For: 145                                                                                                                                                                                                                                                | 114.43 | 114.43 |
| 239 | 1.00<br>Each | KNOLL<br>D1R4824N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 48Wx24D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands<br>127:EDGE- Walnut<br>Mark Line For: 145                                                                                                                                                                        | 98.57  | 98.57  |
| 240 | 1.00<br>Each | KNOLL<br>DB1F24SP<br>Flat Bracket 24" - Single Pack<br>Mark Line For: 145                                                                                                                                                                                                                                                                                                       | 8.58   | 8.58   |
| 241 | 1.00<br>Each | KNOLL<br>WP2816FFLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, File/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 145                                           | 356.02 | 356.02 |
| 242 | 1.00         | KNOLL                                                                                                                                                                                                                                                                                                                                                                           | 397.11 | 397.11 |



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|-----|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|-------|
|     | Each         | WP2816CBL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, Box/Box(file front)/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 145 |       |       |
| 243 | 1.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 145                                                                                                                                                                                                          | 13.87 | 13.87 |
| 244 | 1.00<br>Each | GLS Tech Services<br>TECH--~~~~~<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed<br>~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 145<br>Mark Line For: 145                                                                          | 35.00 | 35.00 |
| 245 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 145                                                                                                                                                                                                                                                          | 19.24 | 19.24 |
| 246 | 1.00<br>Each | KNOLL<br>KSPEC2CH--K115<br>Set of 2 cores/keys (chrome)<br>K115:K115<br>Mark Line For: 145                                                                                                                                                                                                                                                 | 0.00  | 0.00  |

| Description | Extended |
|-------------|----------|
| 146         | 1,381.19 |

| Line | Qty          | Description                                                                                                                                                    | Unit Price | Extended |
|------|--------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|----------|
| 247  | 1.00<br>Each | KNOLL<br>DB1LS30A--(CORE)-117T<br>A Leg Support, 30D<br>(CORE):Core Paints<br>117T:PAINT- Soft Grey (Textured)<br>Mark Line For: 146                           | 117.03     | 117.03   |
| 248  | 1.00<br>Each | KNOLL<br>D1R6030N--(CORE)-127-(CORE)-127<br>Worksurface, Rectangular, 60Wx30D, no grommet<br>(CORE):Core Laminates<br>127:LAM- Walnut<br>(CORE):Core Edgebands | 144.33     | 144.33   |



GL Seaman  
& Company

## Proposal

G.L. Seaman & Company - Fort  
Worth  
2624 Weisenberger St.  
Fort Worth , TX 76107-1932  
Phone: 817-336-5400  
Fax: 817-336-5442  
www.glsc.com

|                 |                        |
|-----------------|------------------------|
| Proposal Number | 20576                  |
| Date            | 01/11/2021             |
| Customer PO No  |                        |
| Customer Name   | City of Richland Hills |
| Salesperson     | Amy Phipps             |
| Project Number  |                        |
| Terms           | NET 10                 |
| Page            | 40 of 41               |

|     |              |                                                                                                                                                                                                                                                                                                                                                                   |        |        |
|-----|--------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------|--------|
|     |              | 127:EDGE- Walnut<br>Mark Line For: 146                                                                                                                                                                                                                                                                                                                            |        |        |
| 249 | 1.00<br>Each | KNOLL<br>RDHPM50--(L)-127<br>Partial/Half Height Modesty Panel, 50Wx12H<br>(L):Laminate<br>127:LAM- Walnut<br>Mark Line For: 146                                                                                                                                                                                                                                  | 111.30 | 111.30 |
| 250 | 1.00<br>Each | KNOLL<br>441NA2SXHCASM-DK-09-USF--~-(GEN)-RU09<br>ReGeneration by Knoll flex back net task chair, armless, plastic base, standard<br>cylinder, no lumbar, hard casters, fully assembled<br>DK:FINISH- Dark<br>09:BACK- Onyx<br>USF:SEAT- Ultra Seat Foam<br>~:Standard Textile or Leather<br>(GEN):TEX- Generation Fabric<br>RU09:COL- Onyx<br>Mark Line For: 146 | 310.43 | 310.43 |
| 251 | 1.00<br>Each | KNOLL<br>DS2PPTN<br>Pencil Tray, black<br>Mark Line For: 146                                                                                                                                                                                                                                                                                                      | 12.48  | 12.48  |
| 252 | 2.00<br>Each | KNOLL<br>2SCNXGL--2-ON<br>MultiGeneration by Knoll stacking chair, armless, glides<br>2:FRAME: Black<br>ON:SHELL: Onyx<br>Mark Line For: 146                                                                                                                                                                                                                      | 110.20 | 220.40 |
| 253 | 1.00<br>Each | KNOLL<br>WP2816CBLL--127-127-T-AA-C-(KEYALIKE)-(LOCK1)<br>Pedestal 28Hx16Wx24D, Box/Box(file front)/File, laminate, locking<br>127:CASE- Walnut<br>127:FRONT- Walnut<br>T:PULL STYLE- 10" Finger<br>AA:PULL- Anodized Aluminum<br>C:LOCK- Chrome<br>(KEYALIKE):LOCK- Keyed Alike<br>(LOCK1):Specify lock core & key separately<br>Mark Line For: 146              | 397.11 | 397.11 |
| 254 | 1.00<br>Each | Doug Mockett & Company<br>TG5-26D--~<br>2" Plated Grommet Set, Includes Cap & Liner<br>~:Satin Chrome (26D)<br>Mark Line For: 146                                                                                                                                                                                                                                 | 13.87  | 13.87  |
| 255 | 1.00<br>Each | GLS Tech Services<br>TECH-----<br>Grommet cut<br>~:Round only<br>~:Hole Size to be cut- 2"Dia<br>~:Position-Client directed                                                                                                                                                                                                                                       | 35.00  | 35.00  |



GL Seaman  
& Company

## Proposal

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Worth  
2624 Weisenberger St.  
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|                 |                        |
|-----------------|------------------------|
| Proposal Number | 20576                  |
| Date            | 01/11/2021             |
| Customer PO No  |                        |
| Customer Name   | City of Richland Hills |
| Salesperson     | Amy Phipps             |
| Project Number  |                        |
| Terms           | NET 10                 |
| Page            | 41 of 41               |

|     |              |                                                                                                                                  |       |       |
|-----|--------------|----------------------------------------------------------------------------------------------------------------------------------|-------|-------|
|     |              | ~:Grommet Type- Doug Mocket TG<br>~:Product to be Modified- Knoll Dividends<br>~:Location in Facility- 146<br>Mark Line For: 146 |       |       |
| 256 | 1.00<br>Each | KNOLL<br>D1WB36<br>Worksurface Cable Management Basket, 36"<br>Mark Line For: 146                                                | 19.24 | 19.24 |
| 257 | 1.00<br>Each | KNOLL<br>KSPEC1CH--K116<br>Set of 1 cores/keys (chrome)<br>K116:K116<br>Mark Line For: 146                                       | 0.00  | 0.00  |

|                  |  |           |
|------------------|--|-----------|
| Individual Items |  | 16,601.00 |
|------------------|--|-----------|

| Line | Qty          | Description                                                                               | Unit Price | Extended  |
|------|--------------|-------------------------------------------------------------------------------------------|------------|-----------|
| 258  | 1.00<br>Each | Doug Mockett & Company<br>FREIGHT<br>Mockett Freight / Shipping                           | 26.00      | 26.00     |
| 259  | 1.00<br>Each | GLS Dealer Services<br>LABOR<br>Labor to deliver and install during normal business hours | 16,575.00  | 16,575.00 |

For Informational Purposes

|                     |             |
|---------------------|-------------|
| Total Non-Taxable : | \$99,026.09 |
| Total Taxable :     | \$0.00      |

|                          |                    |
|--------------------------|--------------------|
| Product :                | \$80,820.09        |
| Freight :                | \$26.00            |
| Labor & Services :       | \$18,180.00        |
| Subtotal :               | \$99,026.09        |
| <b>TOTAL ORDER :</b>     | <b>\$99,026.09</b> |
| Required Deposit 50.0% : | \$49,513.05        |

Signature: \_\_\_\_\_ Name: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_



POLICE DEPARTMENT  
INTER-OFFICE MEMORANDUM

TO: Candice Edmondson, City Manager

REF: 21-01-001 PDM

FROM: Kimberly L. Sylvester, Chief of Police

DATE: January 13, 2021

SUBJECT: PD Project Expenditures

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Below is a list of expenditures associated with the PD remodel project that have been allocated out of the FY 2020 and FY 2021 Budgets.

FY 2021 Budget:

- Southwest Solutions \$10,985.00 Purchase Order 210251-00 (Weapons Storage)
  - Tiffin \$7,192.00 Purchase Order 021052-00 (Evidence Lockers)
  - Knight Security \$25,178.93 Purchase Order 210225-00 (PD remodel for door access and cameras equipment and install)
  - Corporate Technical/ToDoVerde \$10,215.00 cabling install for all cameras and access doors
  - GL Seaman Furniture \$99,026.09
  - Walmart \$1,894.25 TV purchases and brackets P-card purchase
  - Varouj Appliances \$999.00 secondary refrigerator
- 📦 Interview Rooms with Axon are figured into the current Axon budget with a zero cost increase in the line item (actual savings).

FY 2020 Budget:

- Southwest Solutions \$3,090.80 Purchase Order 200219-00 Property Room Shelving
- Home Depot \$2,437.23 Refrigerator, Stove and Dishwasher
- DEW Online \$1,719.20 Training Room Tables
- Digital Buyer \$1,360.00 Training Room Chairs

CARES Funding:

- Versatrust \$16,049.70 laptops and computers for PD remodel

Total Owner Purchased Items = \$180,183.20

- 📦 Gate access and upgrade to servers for entire City Complex \$32,278.92 (not included in original FF&E estimate but needed to bring all security and access control under one citywide system. Will also result in a deduct from the Fire Station project for their proposed security server)

Please let me know if you have any further questions.

Respectfully Submitted,

Kimberly L. Sylvester  
Chief of Police

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Chief of Police

Date: January 25, 2021

Subject: Police Department Positions

---

## **Agenda Item:**

Consider consolidation of two part-time Police Department positions into one full-time position

## **Background Information:**

The Police Department has a funded part-time Police Officer position and a part-time Public Safety Assistant position that are both currently vacant. The Department is requesting to take these two funded positions, along with identified FY 2021 salary savings, and consolidate them into an additional full-time Police Officer position bringing the total sworn FTE from 21 to 22. By adding this additional position, it will assist the Department in better managing future vacancies resulting from attrition, as well as staff absences from injuries and illnesses that remove personnel from patrol. All of which ultimately hinders our ability to approve personnel time off, conduct training, increases response times and accrues costly overtime.

The part-time Police Officer position was beneficial to the Department when it was previously filled by former full-time employees who had left their full-time positions but were able to support the Department in a part-time capacity. However, the Department has not had an employee to fill this part-time position recently, and it is difficult to recruit a part-time Police Officer from outside the organization leaving the position vacant.

The part-time Public Safety Assistant position was beneficial in assisting with the Police Department's fleet management. However, when the position was vacated by the former employee these duties were transferred to other staff members in the interim. In evaluating the job duties, staff agrees that these tasks can continue to be handled by existing staff in lieu of hiring another part-time employee.

While the Police Department's current Police Officer staffing level is 21, many times staffing levels are lower due to vacancies; officers in the police academy which takes almost a year to complete; officers out on extended leave from injuries or FMLA; and now

addressing COVID related absences and quarantines, all of which deplete patrol resources. A full-time Police Officer would add additional patrol resources to our community and help maintain current staffing levels when faced with unexpected absences.

Therefore, it is staff's recommendation to consolidate the two funded part-time positions, along with using existing FY 2021 salary savings, to create another full-time Police Officer position. Staff has conferred with Interim Finance Director, Terry Leake, and she has confirmed that there is enough funding to consolidate and create this FTE without any additional financial impact as outlined below.

### **Financial Considerations:**

#### *FY 2021 Funding:*

In the FY 2021 General Fund budget, the Police Department has \$33,709 allocated to the part-time Police Officer and part-time Public Safety Assistant positions. Both positions have been vacant this fiscal year. There was also an identified savings of \$15,079 in salary adjustments due to attrition in recent retirements and the replacement salary of those individuals filling the vacancy. The total savings accounts for \$48,788.

Assuming the position was filled by the beginning of March, the position's FY 2021 salary would cost \$32,960. Include an estimated \$7,600.00 in city benefits, the new position will total \$40,560 for the remainder of FY 2021.

The City will retain a total cost savings of \$8,228 while increasing the Police Department's ability to provide quality customer service to the Richland Hills community.

#### *Future Funding – FY 2022 and Beyond:*

In FY 2022, this budgeted position is approximately \$70,287. This includes an annual salary of \$55,287 and an estimated \$15,000.00 in fringe benefits.

Funding for the position would include salaries for the two part-time positions in the amount of \$33,709, in addition to salary savings in the amount of \$15,079 from attrition due to recent retirements. Additionally, the Department has negotiated a new percentage of reimbursement with BISD for the School Resource Officer position. This new agreement will raise the BISD contribution from 50% to 65%, plus equipment reimbursements which will bring \$27,640 in additional funds from BISD. Due to the relocation of Richland Elementary to Cheney Hills Elementary located in Haltom City, the Department will also decrease crossing guard staffing by one, creating a savings of \$5,371. These salary

adjustments equate to \$81,799 which fully covers the cost of the full-time Police Officer position.

**Other Considerations:**

In 2018 Dr. G.M. Cox (Ret.Chief), Ph.D. was contracted to conduct a “Staff and Operations Study” for the Richland Hills Police Department. Dr. Cox published the study on June 4, 2018, recommending a staffing of 22 sworn police officers. Dr. Cox noted the national average for officer per 1,000 population in suburban areas is 2.7. If the proposed FTE is approved creating 22 funded full-time police officers, RHPD will meet the national average of 2.7.

During FY 2020, the Department exceeded its overtime budget by 30% or \$15,123. The Department has utilized 53% during the first quarter of FY 2021 and is predicted to exceed the budget by 35% or \$17,122 if the current trend continues. Overtime is created by mandatory training requirements, injury and illnesses, approved leave, and reduced staffing created by attrition. Special consideration for increased overtime should be considered due to COVID-19 and an expected increase of mandatory training requirements created by legislation.

Lost productivity hours should be considered with overtime cost as well. During FY 2021 the department has lost approximately 170 hours productivity time to date. These hours are calculated due to the reassignment of specialized officers such as investigators and administration to patrol functions due to shortages. While this is necessary to have shift coverage and help to reduce overtime, the overall impact is also preventing completion of work in their perspective assignment.

In conclusion, approval of the full-time Police Officer position will not require additional funding. It will reduce overtime, reduce lost productivity hours, and minimize lost coverage. Sworn personnel will be increased from 21 to 22 meeting Dr. Cox’s minimum staffing recommendations. The position will increase the opportunity for officer training, approved leave, and limit attrition affects while decreasing overtime requirements. Overall, the new police officer position will increase the Department’s ability to continue a high level of customer service to the citizens of Richland Hills.

**Legal Review:**

N/A

**Board/Citizen Input:**

N/A

**Attachments:**

N/A

**Council Action Requested:**

Motion to approve the consolidation of two part-time Police Department positions into one full-time position

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: C. Russell Shelley, Fire Chief

Date: January 25, 2021

Subject: Fire Station Project Update

---

**Agenda Item:**

Fire Station Project Update

**Background Information:**

Staff will provide a construction update for the new Fire Station.

**Financial Considerations:**

N/A

**Legal Review:**

N/A

**Board/Citizen Input:**

N/A

**Attachments:**

N/A

**Council Action Requested:**

No Council Action

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Kimberly Sylvester, Police Chief

Date: January 25, 2021

Subject: Police Station Project Update

---

**Agenda Item:**

Police Station Project Update

**Background Information:**

Staff will provide a construction update for the Police Station renovations.

**Financial Considerations:**

N/A

**Legal Review:**

N/A

**Board/Citizen Input:**

N/A

**Attachments:**

N/A

**Council Action Requested:**

No Council Action

# Memorandum

To: Honorable Mayor Edward Lopez and Richland Hills City Council Members

From: Candice Edmondson, City Manager

Date: January 25, 2021

Subject: December Department Monthly Reports

---

## **Agenda Item:**

December Department Reports

## **Background Information:**

Attached are the monthly Department Reports. If you have any questions regarding the reports, please contact me or the appropriate Department Head.

## **Financial Considerations:**

N/A

## **Board/Citizen Input:**

N/A

## **Legal Review:**

N/A

## **Attachments:**

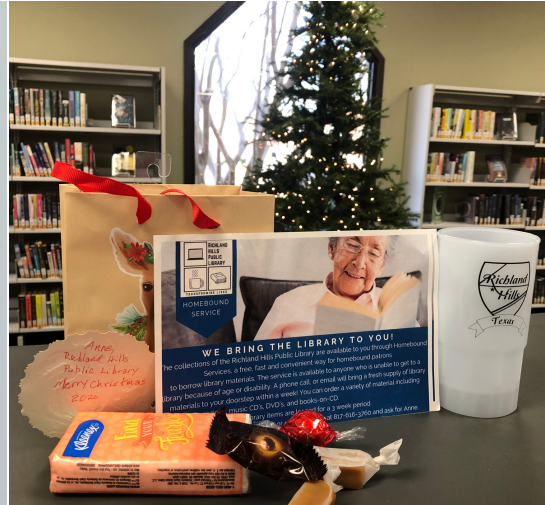
December Department Reports

## **Council Action Requested:**

No Council Action

# RICHLAND HILLS PUBLIC LIBRARY

DECEMBER • 2020



## IMPACT

Because of COVID, once again our month was different from the usual, however, we continued our partnership with The Link and helped host a very successful drive thru Candy Cane Lane with an attendance of 608 people. The library distributed over 300 craft kits and many people thanked the City for holding the event, and the Library for participating.

## KEY FACTS

- 564 Visitors
- 52 Library to Go users
- 126 ebook check-outs
- 559 Youtube video views
- 112 Computer Sessions
- 2474 Total Items Checked Out

## Municipal Court - December - 2020

---

Department Narrative of Significant Actions, Results, and Pending Items:

None at this time.

| Citation Summary                                                                                       |               |             |
|--------------------------------------------------------------------------------------------------------|---------------|-------------|
|                                                                                                        | Current Month | YTD Total   |
| Violations Filed                                                                                       | 120           | 536         |
| Completed Cases– Paid Fine & Before Judge                                                              | 76            | 234         |
| Other Completed - Dismissed deferred, DSC, proof, compliance, by Judge or Prosecutor, plea & bar, void | 132           | 447         |
| Number of Warrants Issued                                                                              | 0             | 2           |
| Number of Warrants Cleared                                                                             | 38            | 129         |
| Number of Outstanding Warrants                                                                         | 2             | 2           |
| Value of Outstanding Warrants                                                                          | \$375.00      | \$375.00    |
| Total Fees Collected                                                                                   | \$25,383.96   | \$77,468.97 |

**City Marshal Activity Report**  
**Month of December 2020**

January 25, 2021  
7C - 4

**Department Narrative of Significant Actions, Results, and Pending items:**

|                                             | Current Month<br># Cleared | Current Month<br>\$ Amt Cleared | YTD<br>Number | YTD<br>Dollar Amount |
|---------------------------------------------|----------------------------|---------------------------------|---------------|----------------------|
| <b>Warrant Service by Marshal in office</b> |                            |                                 |               |                      |
| Turned self in                              | 0                          |                                 | 5             | \$ 817.00            |
| Attorney bonds                              | 7                          | \$ 3,513.90                     | 15            | \$ 6,860.62          |
| Returned for Officer correction             | 0                          |                                 | 2             | \$ 652.10            |
| Unable to locate - bad info                 | 0                          | \$ -                            | 0             | \$ -                 |
| Paid/payment plan                           | 1                          | \$ 479.83                       | 6             | \$ 2,599.53          |
| Deceased                                    | 0                          |                                 |               |                      |
| Cleared-Found Incarcerated                  | 1                          | \$ 641.00                       | 12            | \$ 3,877.20          |
| <b>Warrant Service by Marshal in field</b>  |                            |                                 |               |                      |
| Arrests - transfer to jail                  | 0                          | \$ -                            |               |                      |
| Payment plan rather than jailed             | 0                          | \$ -                            |               |                      |
| Attorney bonds rather than jailed           | 0                          | \$ -                            |               |                      |
| Paid rather than jailed                     | 0                          | \$ -                            |               |                      |
|                                             |                            |                                 |               |                      |
| <b>Warrant Service - Other</b>              |                            |                                 |               |                      |
| Time Served                                 | 34                         | \$ 13,563.40                    | 84            | \$ 31,261.80         |
| Arrested by other agencies                  | 28                         | \$ 11,271.20                    | 83            | \$ 32,115.80         |
| Paid by defendant                           | 1                          | \$ 768.30                       | 5             | \$ 2,589.60          |
| Released due to medical reasons             | 3                          | \$ 1,423.00                     | 3             | \$ 1,423.00          |
| Attorney bonds                              | 0                          |                                 | 3             | \$ 1,254.51          |
|                                             |                            |                                 |               |                      |
| <b>Prisoner Transfers</b>                   |                            |                                 |               |                      |
| Number of defendants transferred            | 0                          | \$ -                            |               |                      |
| Total hours spent on transfers              | 0                          | \$ -                            |               |                      |
| Total miles driven on transfers             | 0                          | \$ -                            |               |                      |
| Teletype - time serve/plea/court date       | 18                         | \$ 6,927.10                     | 24            | \$ 9,175.10          |
|                                             |                            |                                 |               |                      |
| <b>Other Duties</b>                         |                            |                                 |               |                      |
| Bank detail                                 | 9                          |                                 | 25            |                      |
| Traffic stops                               | 0                          |                                 | 0             |                      |
| Insurance verifications                     | 15                         |                                 | 19            |                      |
| Vehicles inspected                          | 2                          |                                 | 3             |                      |
| Bailiff hours                               | 6                          |                                 | 17            |                      |
| Training                                    | 1                          |                                 | 2             |                      |
| Serve summons - School                      | 0                          |                                 | 0             |                      |
| Serve summons - Animal Control              | 0                          |                                 | 0             |                      |
| Serve summons - Code Enforcement            | 0                          |                                 | 0             |                      |
| Serve summons - Police                      | 0                          |                                 | 0             |                      |
| Officer corrections on citations            | 4                          |                                 | 10            |                      |
| Returned FTA notices                        | 3                          |                                 | 5             |                      |

## Fire – December 2020

- Personnel completed **23** business inspections throughout the month.
- Members completed a combined **206** hours of training this month.
- The mutual aid agreement with Allegiance Ambulance resulted in two non-emergency calls being sent to them during December.
- All department vehicles are in service currently.
- A total of **6** development related meetings and inspections were conducted.
- The new Richland Middle School is progressing well, and all fire protection components have been permitted and approved for installation when the site is ready.
- Response times for December averaged **4 minutes 31 seconds** from receipt of call in dispatch to the first fire unit arriving on scene to assist.
- Crews are adjusting well to the restrictions imposed by the COVID 19 outbreak. Full PPE is being used on all suspected cases and equipment is being regularly sanitized after each response related to possible virus patients. Everyone is healthy and doing a great job in these extraordinary times!
- Fire station construction is progressing. Foundation is complete, the CMU block installation is underway.
- 14 Fire Department personnel received their first round of COVID 19 vaccine late in December. Second round doses will begin the third week of January.

| Service Calls – Through December 31, 2020 |               |              |
|-------------------------------------------|---------------|--------------|
|                                           | Current Month | FY2020 Total |
| Fire Calls                                | 4             | 7            |
| EMS/Major Accidents/ Rescues              | 102           | 164          |
| Hazardous Conditions – No Fire            | 1             | 9            |
| Public Assistance                         | 13            | 29           |
| Good Intent (No Service Rendered)         | 5             | 11           |
| False Alarm                               | 10            | 16           |
| Severe Weather & Natural Disaster         | 1             | 1            |
| Total Calls                               | <b>136</b>    | <b>373</b>   |
| Automatic / Mutual Aid                    |               |              |
|                                           | Current Month | YTD Total    |
| Aid Received                              | 12            | 33           |
| Aid Given                                 | 13            | 37           |

## Police - December 2020

- Captain Russell sworn in as the Field Services Captain
- Candy Cane Lane Event at the Link which was a success
- Awarded a Concept2 rower from Texas Police Chiefs Association Vincible essay contest
- The Police Department adopted a family for Christmas
- Final offer given to Police Officer candidate that will begin in January

| Service Calls                   |               |               |           |
|---------------------------------|---------------|---------------|-----------|
|                                 | Previous Year | Current Month | YTD Total |
| Citizen Calls                   | 516           | 411           | 5018      |
| Officer Initiated               | 1227          | 492           | 10655     |
| Total Calls                     | 1743          | 903           | 15673     |
| Total Arrests by Agency         | Not Available | 34            | 497       |
| Part 1 Offenses                 |               |               |           |
|                                 | Previous Year | Current Month | YTD Total |
| Murder                          | 0             | 0             | 0         |
| Rape                            | 1             | 0             | 8         |
| Robbery                         | 3             | 1             | 5         |
| Aggravated Assault              | 5             | 7             | 12        |
| Burglary                        | 0             | 2             | 31        |
| Theft                           | 21            | 11            | 199       |
| Motor Vehicle Theft             | 5             | 0             | 20        |
| Total                           | 35            | 22            | 275       |
| Crashes & Injuries              |               |               |           |
|                                 | Previous Year | Current Month | YTD Total |
| Crash Reports                   | 9             | 8             | 125       |
| Injuries                        | 0             | 0             | 25        |
| Killed                          | 0             | 0             | 0         |
| Criminal Investigations         |               |               |           |
|                                 | Previous Year | Current Month | YTD Total |
| Assigned Cases - Active         | 45            | 72            | 170       |
| Unfounded                       | 8             | 0             | 6         |
| Suspended                       | 0             | 2             | 62        |
| Exceptionally Cleared           | 0             | 0             | 11        |
| Arrest - Case Filed             | 25            | 15            | 316       |
| On View Arrests                 | 29            | 23            | 298       |
| DWI / DUI                       | 6             | 10            | 109       |
| Cases Pending Submission        | 2             | 12            | 35        |
| Warrants Obtained (Felony)      | Not Available | 4             | 44        |
| Warrants Obtained (Misdemeanor) | Not Available | 1             | 28        |
| Search Warrants Obtained        | Not Available | 1             | 27        |
| Warrants Served (Felony)        | Not Available | 1             | 31        |
| Warrants Served (Misdemeanor)   | Not Available | 0             | 15        |
| Probably Cause Determination    | Not Available | 0             | 11        |
| Family Violence Arrests         | Not Available | 2             | 29        |
| Active Protective Orders        | Not Available | 10            | 18        |
| Records                         |               |               |           |
|                                 | Current Month |               | YTD Total |
| Sex Offender Registrations      | 2             |               | 17        |

|                                                          |                      |                  |
|----------------------------------------------------------|----------------------|------------------|
| Open Records Requests                                    | 24                   | 464              |
| <b>Property &amp; Evidence</b>                           |                      |                  |
|                                                          | <b>Current Month</b> | <b>YTD Total</b> |
| Pieces of Property Received                              | 161                  | 1718             |
| Items Taken to Lab for Narcotics Testing                 | 11                   | 63               |
| Items Taken to Lab for Blood Alcohol Content Testing     | 14                   | 91               |
| Crime Scene Call Outs (Richland Hills Police Department) | 2                    | 8                |
| Crime Scene Call Outs (Haltom City Police Department)    | 0                    | 9                |

\*The previous year category is a comparison of the previous year month totals to the current year month totals.

## ANIMAL SERVICES - December 2020

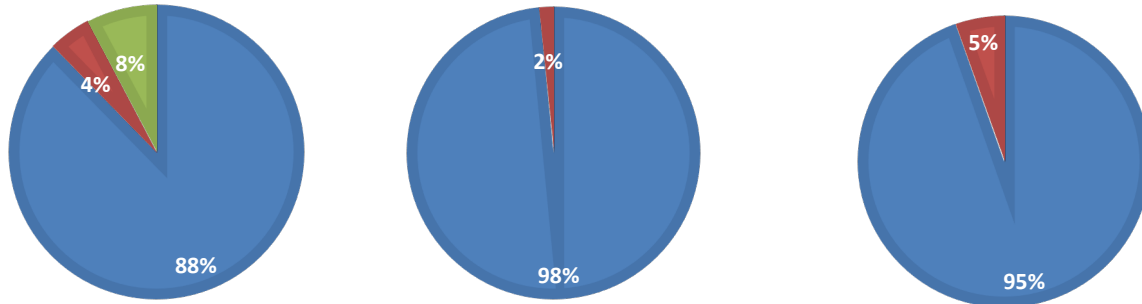
- Coyote Tracking Link went live on city website – citizens notified via mailer in water bill as well as social media. Citizens have been very active in participating with notifying animal control of sightings.
- Animal Control Officer Fisk attended Canine Behavior Training
- Large Food & Supply donations by: Girls Gone Coastal, Mr. & Mrs. Fencil and Foster Village Elementary in NRH
- Participated in the Comfort & Joy Donation Drive sponsored by NBC5 – blankets, toys, treats and canned food donations for North Texas

|                              |                      |                      |                  |
|------------------------------|----------------------|----------------------|------------------|
| <b>Service Calls</b>         |                      |                      |                  |
|                              | <b>Previous Year</b> | <b>Current Month</b> | <b>YTD Total</b> |
| Dispatched                   | 61                   | 54                   | 610              |
| Total Calls                  | 61                   | 54                   | 610              |
| <b>IMPOUNDS</b>              |                      |                      |                  |
|                              | <b>Previous Year</b> | <b>Current Month</b> | <b>YTD Total</b> |
| DOGS                         | 20                   | 19                   | 197              |
| CATS                         | 15                   | 22                   | 175              |
| OTHER THAN DOGS/CATS         | 0                    | 0                    | 6                |
| Total                        | 35                   | 41                   | 378              |
| <b>INCIDENTS BY TYPE</b>     |                      |                      |                  |
|                              | <b>Previous Year</b> | <b>Current Month</b> | <b>YTD Total</b> |
| ANIMALS AT LARGE             | 17                   | 26                   | 260              |
| AGGRESSIVE ANIMAL            | 3                    | 1                    | 51               |
| ANIMAL COMPLAINTS            | 38                   | 25                   | 290              |
| INJURED ANIMALS              | 3                    | 2                    | 16               |
| Total                        | 61                   | 54                   | 617              |
| <b>BITE REPORTS</b>          |                      |                      |                  |
|                              | <b>Previous Year</b> | <b>Current Month</b> | <b>YTD Total</b> |
| ANIMAL BITES                 | 1                    | 1                    | 3                |
| SHELTER QUARANTINE           | 1                    | 0                    | 0                |
| HOME QUARANTINE              | 0                    | 1                    | 1                |
| SUBMISSION TO AUSTIN         | 0                    | 0                    | 1                |
| UNABLE TO LOCATE             | 0                    | 0                    | 0                |
| <b>DISPOSITIONED ANIMALS</b> |                      |                      |                  |
|                              | <b>Previous Year</b> | <b>Current Month</b> | <b>YTD Total</b> |
| DOGS ADOPTED                 | 14                   | 6                    | 88               |
| CATS ADOPTED                 | 18                   | 17                   | 178              |
| RETURNED TO OWNER/YARD       | 16                   | 12                   | 183              |

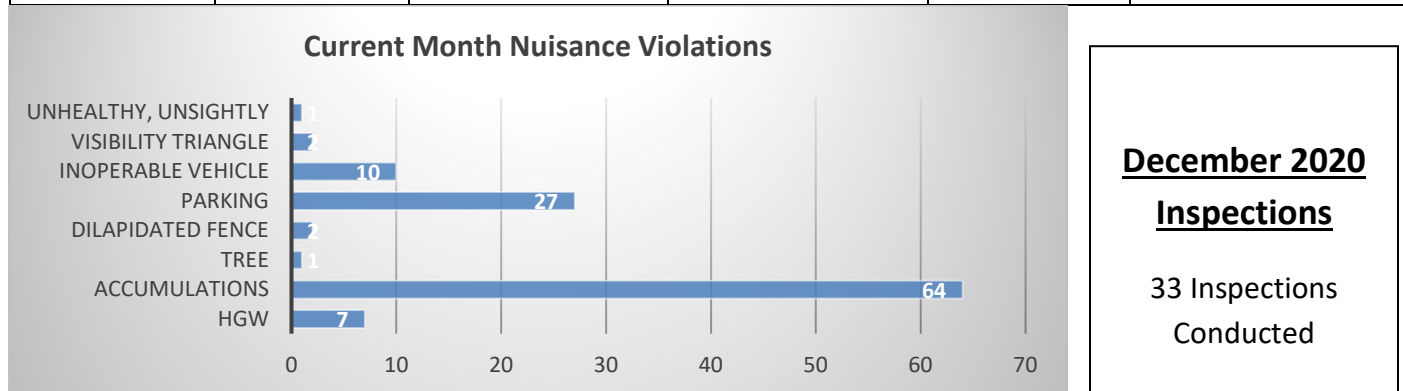
|                                    |                      |                      |                  |
|------------------------------------|----------------------|----------------------|------------------|
| TRANSFERRED/RESCUED                | 2                    | 5                    | 24               |
| EUTHANIZED                         | 0                    | 0                    | 5                |
| LOST/DIED IN CARE                  | 0                    | 0                    | 4                |
| <b>CITY LICENSE ISSUED</b>         |                      |                      |                  |
|                                    | <b>Previous Year</b> | <b>Current Month</b> | <b>YTD Total</b> |
| ISSUED                             | 14                   | 1                    | 76               |
| <b>CITATIONS/VIOLATIONS ISSUED</b> |                      |                      |                  |
|                                    | <b>Previous Year</b> | <b>Current Month</b> | <b>YTD Total</b> |
| ISSUED                             | 15                   | 10                   | 94               |
|                                    |                      |                      |                  |

# Code Enforcement - December - 2020

■ Nuisance 
 ■ Permits 
 ■ Building 
 ■ Residential 
 ■ Commercial 
 ■ Proactive 
 ■ Reactive



|                     | Violations     |                    |                     |                  |                   |
|---------------------|----------------|--------------------|---------------------|------------------|-------------------|
|                     | Notices Issued | Pending Compliance | Compliance Obtained | Citations Issued | Abatement by City |
| Nuisance Violations | 114            | 50                 | 64                  | 0                | 0                 |
| Building Violations | 10             | 6                  | 4                   | 0                | 0                 |
| Zoning Issues       | 0              | 0                  | 0                   | 0                | 0                 |
| Permit Violations   | 6              | 1                  | 5                   | 0                | 0                 |
| Fiscal Year Totals  | 333            | 116                | 217                 | 2                | 0                 |

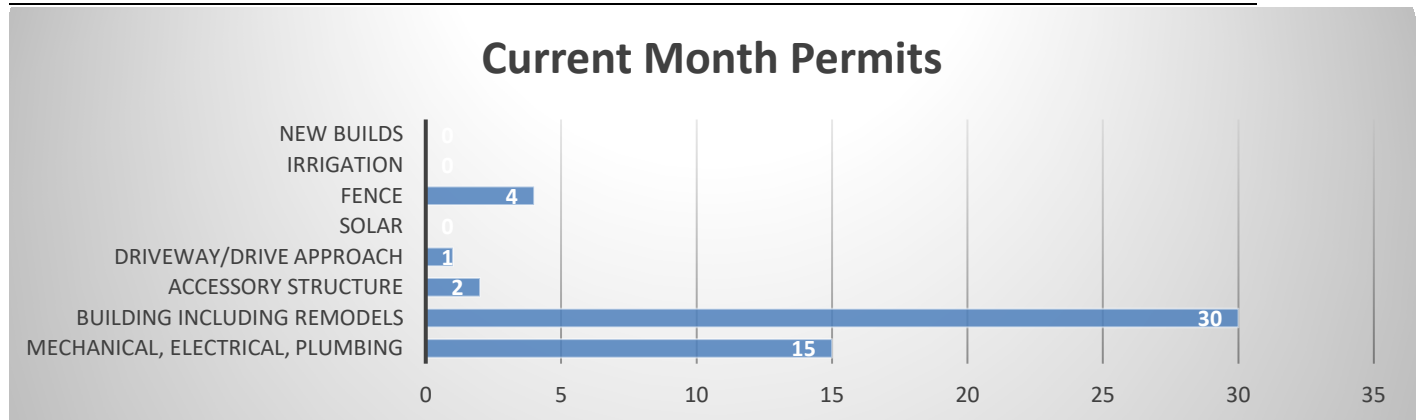


| Signs                      |               |                  |
|----------------------------|---------------|------------------|
|                            | Current Month | Fiscal Year 2020 |
| Commercial Sign Violations | 0             | 0                |
| Bandit Sign Removal        | 2             | 9                |

| Building Summary           |               |                  |
|----------------------------|---------------|------------------|
|                            | Current Month | Fiscal Year 2020 |
| Registered Vacant Building | 3             | 3                |
| Registered Rental CO's     | 3             | 14               |
| Substandard Buildings      | 0             | 0                |



# Community Development - December - 2020



| Permits                       |                                      |                                   |                        |                               |       |       |            |           |
|-------------------------------|--------------------------------------|-----------------------------------|------------------------|-------------------------------|-------|-------|------------|-----------|
|                               | Mechanical<br>Electrical<br>Plumbing | Building<br>Including<br>Remodels | Accessory<br>Structure | Driveway<br>Drive<br>Approach | Solar | Fence | Irrigation | New Build |
| Residential                   | 11                                   | 26                                | 2                      | 1                             | 0     | 4     | 0          | 0         |
| Commercial                    | 4                                    | 4                                 | 0                      | 0                             | 0     | 0     | 0          | 0         |
| <b>Fiscal Year<br/>Totals</b> | 54                                   | 96                                | 4                      | 5                             | 7     | 6     | 3          | 1         |

|                    | Current Month | Fiscal Year 2020 |
|--------------------|---------------|------------------|
| Sign Permit        | 4             | 7                |
| ROW Permit         | 3             | 7                |
| Garage Sale Permit | 4             | 48               |

| Building Summary       |               |                  |
|------------------------|---------------|------------------|
|                        | Current Month | Fiscal Year 2020 |
| Registered Rental CO's | 3             | 14               |
| Commercial CO's        | 5             | 13               |

## New Business Activity

- Direct Cycle Parts LLC – 7415 Whitehall St #124; Distribution
- Barato Insurance – 7017 Baker Blvd #B; Office – Insurance & Tax Services
- Brite Janitorial LLC – 7248 Glenview; Office – Cleaning Service (moved from 7410 Blvd 26; purchased Glenview building)
- Titan Permit Solutions – 7201 Baker Blvd #C 1-3; Office – Permitting Services (purchased building)
- Landpride Lot Services – 6613 Davidson – Landscaping Company

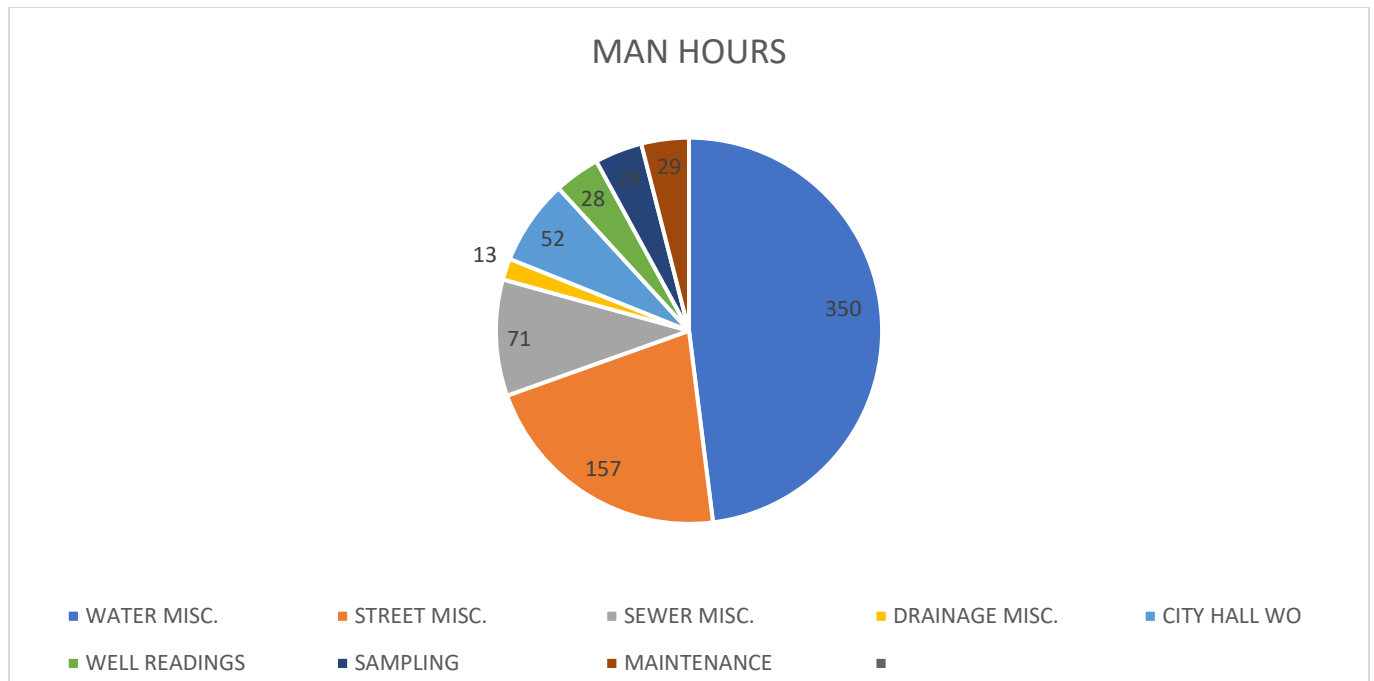
## Public Works Monthly Report – December 2020

Public Works starts and ends their day by taking/logging their temperature as part of the COVID-19 monitoring program the City has set in place.

*Public Works handled a wide range of tasks. Some coming from work orders initiated by residents or staff.*

| TASK           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | MAN HOURS |
|----------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| WATER MISC.    | Multiple Water Main Breaks; set barricades for water jobs; dig ups for water jobs; filled sandbags for water jobs. Back filled holes on water jobs; Tested water pressure; water taps; assisted contractors on water jobs; Checked for and repaired water meter leaks; Repaired water meter valves; Set water meters; Replaced RPZ on Hydrant meter. SCADA; replaced riser/ curb stops; install meter boxes; replace broken meter box lids; replace water service lines. Back filled meter boxes. Replace Fire Hydrants. Flush Hydrants; filled sandbags; put sandbags on each side of exposed water meter on main break jobs; put foam insulation on temp service lines. | 350       |
| STREET MISC.   | Patrolled City streets for PW related issues; Fill potholes around City; take equipment to Tower/ Handley-Ederville to install stop sign; set/take down barricades at Link for Candy Cane Lane (Christmas event). picked up debris from streets. Installed signs on Midway; put cold mix where needed at main break location; Assisted animal control free dog stuck under car in garage. Put sand in dump truck for potential freeze.                                                                                                                                                                                                                                    | 157       |
| SEWER MISC.    | camera and jetted sewer line. (sewer calls); manhole inspections, inspect sewer lines. sewer line cleaning; manhole cleaning; Sample sewer; Take sewer samples to lab. Sewer backups                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 71        |
| DRAINAGE MISC. | cleaned drainage ditches, worked calls for drainage issue. Storm drain/Inlet inspections; Storm drain/ Inlet cleanup; inspect drainage ditches.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | 13        |

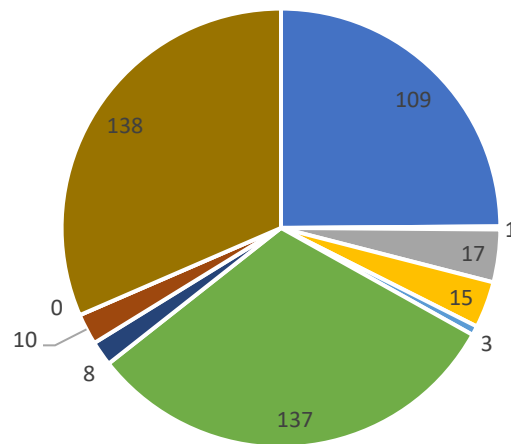
|                            |                                                                                                                                                                                            |     |
|----------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|
|                            |                                                                                                                                                                                            |     |
| CITY HALL WORK ORDERS      | Completed work orders created by City Hall, initiated by customers or staff. Starts and Finals; Door hangers for Utility Billing; water cuts                                               | 52  |
| WATER SAMPLING/<br>TESTING | Public works-maintained entry point water sampling, DLQOR testing, Bac-T, and Nap Testing. Raw water testing;                                                                              | 39  |
| WELL READINGS              | Well readings and sewer meter readings are done daily.                                                                                                                                     | 28  |
| CITY HOLIDAY               | HOLIDAY TIME                                                                                                                                                                               | 138 |
| MAINTANANCE                | Tool maintenance; vehicle maintenance; Mower/weed eater maintenance; fueling up; supplies trips; take equip. to be serviced; drop trash at stockpile. Rehabbed equipment; Clean shop yard. | 29  |



| TASK                       |                                                                                                                                                                                        | MAN HOURS |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------|
| MOWING                     | Mowed and weeded city owned properties. Trimmed trees.                                                                                                                                 | 109       |
| LINE LOCATES               | Located water and sewer lines for contractors/ emergency line locates                                                                                                                  | 1         |
| PUMP & LIFT STATION MAINT. | Cleaned pump houses and lift station; inspect levee and lift station' gates included; Well maintenance; well yard inspections. Check Chlorine tanks at wells. Change chlorine bottles. | 17        |
| METER READING              | Read meters for utility billing                                                                                                                                                        | 15        |
| TRAINING & MEETINGS        | Meetings                                                                                                                                                                               | 3         |

|               |                                                                                      |     |
|---------------|--------------------------------------------------------------------------------------|-----|
|               |                                                                                      |     |
| OFFICE/ADMIN  | Office/Admin/Reports                                                                 | 137 |
| INSPECTIONS   | Concrete pour inspections; drive approach inspections; flat work inspections.        | 8   |
| MISCELLANEOUS | Meetings with contactors; various jobs; installed new payment drop box at City Hall. | 10  |
| COVID-19      | COVID-19                                                                             | 0   |

### MAN HOURS



■ MOWING  
 ■ TRAINING/MEETINGS  
 ■ COVID-19  
 ■ LINE LOCATES  
 ■ OFFICE/ADMIN  
 ■ HOLIDAY  
 ■ PUMP/LIFT STATION MAINT.  
 ■ INSPECTIONS  
 ■ METER READING  
 ■ MISC.

# Parks and Recreation Director's Report

## December 2020



### ***Budget Analysis***

Revenues are not growing as fast as we had hoped. The annual December sale has not seen the same number of new members coming in as previous years. Staff is offsetting the lower revenue with decrease expenditures, including part-time hours.

The Link has not had any COVID related issues and no major outbreaks.

### ***Project/Program Updates***

- **Memberships: \$4,67.24** The membership line decreased by \$14 in December. However, The Link's usage went up to 1,219 scans from 203 unique members. The Link sold 17 new memberships against 9 cancellations. The 45 day sale brought only seven sales in December.

December offered the "12 days of Fitmas" for members to be motivated during the month. We only had 5 participants.

- Medicare programs brought in **\$892.00** in additional monthly fees from 80 active members.
- **Camp Connect and Link Learner's Academy (LLA): \$5,642.60** We saw a decent increase in our participation in children's programs. The Link is still hosting the Link Learner's Academy (Afterschool Program), full-day camps when school is out, and virtual learning for IL Tx on Wednesdays.
- **Programs:** Link Staff has begun recruiting instructors for new programs including; youth athletic training and skills, dance and adult boot camp.
  - **Athletics:** The athletics at The Link includes free-play pickleball, volleyball, and basketball opportunities in the gymnasium. These options are open to members for free and the general public for a fee.
    - 11 people in Pickleball Lessons, with 4 more scheduling private lessons.
    - Pickleball players – 56
    - Volleyball players – 30
  - **Special Events:** Candy Cane Lane was held as a drive-through event on December 4. Registration was free and the city hosted 300 children – a sellout. Candy Cane Lane had five booths and more interactive seasonal activities. Children were offered hot coco, crafts, cookies to decorate and light-up logoed Rudolph noses. And of course, Santa was on site for safely distanced pictures with the jolly-ole elf.

- **Pop-Up Events:** No pop-up events were scheduled in December.
- **Community Programs:** The Link, while designed to generate revenue, tries to find a balance with community programs that anyone can join.
  - Lunch Bunch – 91 attended, with 19 staying for Beep, Beep Bingo
  - Lunch, Learn and Burn – cancelled
  - Tarrant Area Food Bank – in association with Center Point Church – 137 families were served
- **Senior Programs:** All other programs were canceled.
- **Trail Project:** Construction for the Trail will begin in February if not early. Staff will be meeting with the vendors and TxDOT early in January for a 'pre-construction' meeting.
- **ROWs and Medians:** Parks staff is still waiting to hear back from TxDOT on the current round of Green Ribbon grants. If awarded, staff would be working with TxDOT to continuing improving the right-of-ways and medians on the eastern and western ends of Baker Blvd. No update as of December 30.
- **Parks:** Creek Trail will be receiving a new playground in March. The order has been placed and the structure is scheduled to arrive in early March.

Trimming trees has continued at Creek Trail for safety and aesthetics. This was a service that the city paid a vendor for in 2019. This year, the Parks team has staff that can manage this for the city.

- **Landscaping:** Basic upkeep was scheduled for December during the slow winter season.
- **Marketing:** The most recent Connection will be mailed out in January. We are producing them in-house and changing information monthly. The mailed selection was the now typical 1 page. Staff produced a full 12-page Connection in house for pick up.
  - Webpage visits: 2,283
  - Google Business Searches: 7,373
  - Yelp Views: 16
  - Instagram Reach: 129
  - Facebook engagements: 899
  - Twitter Impressions: 382
  - YouTube Views: 0
- **Rentals: \$3,186.26** The Link hosted 32 rentals this month. The number of rentals was the same as last month. However, the revenue for December was only about half of the November total.

### ***Valuable Information:***

- The aquatic feasibility study has been moved forward after completing a public survey. Those results were presented to the council at the December meeting. The next step will look at building and operational costs and how the city might fund those options.
- Staff is developing a comparison of the city's park system as it relates to NRPA's standards.

# Finance

Fiscal Year 2020-2021, Period Ending 11/30/2020

## Revenue and Expense Summary

|                                  | Approved<br>Budget | Current Month<br>Actual | YTD<br>Actual | Available<br>Budget | % YTD of<br>Total Budget |
|----------------------------------|--------------------|-------------------------|---------------|---------------------|--------------------------|
| <b>General Fund (001)</b>        |                    |                         |               |                     |                          |
| <b>Revenue</b>                   |                    |                         |               |                     |                          |
| Taxes                            | \$ 6,164,363       | \$ 157,851              | \$ 276,797    | \$ 5,887,566        | 4%                       |
| Fines & Forfeitures              | \$ 465,150         | \$ 20,552               | \$ 38,564     | \$ 426,586          | 8%                       |
| Licenses & Permits               | \$ 148,130         | \$ 20,399               | \$ 33,237     | \$ 114,893          | 22%                      |
| Service Charges                  | \$ 306,850         | \$ 19,441               | \$ 54,816     | \$ 252,034          | 18%                      |
| Miscellaneous                    | \$ 57,000          | \$ 1,678                | \$ 6,347      | \$ 50,653           | 11%                      |
| Total Revenues                   | \$ 7,141,493       | \$ 219,921              | \$ 409,761    | \$ 6,731,732        | 6%                       |
| <b>Expenditures</b>              |                    |                         |               |                     |                          |
| Municipal Court                  | \$ 260,667         | \$ 19,474               | \$ 35,436     | \$ 225,231          | 14%                      |
| Administration                   | \$ 610,611         | \$ 43,603               | \$ 67,687     | \$ 542,924          | 11%                      |
| Police                           | \$ 1,750,292       | \$ 149,419              | \$ 238,991    | \$ 1,511,301        | 14%                      |
| Fire                             | \$ 1,850,255       | \$ 138,696              | \$ 223,928    | \$ 1,626,327        | 12%                      |
| Street                           | \$ 224,470         | \$ 9,727                | \$ 17,026     | \$ 207,444          | 8%                       |
| Library                          | \$ 386,248         | \$ 37,680               | \$ 52,800     | \$ 333,448          | 14%                      |
| Recreation                       | \$ 198,410         | \$ 12,305               | \$ 18,081     | \$ 180,329          | 9%                       |
| Parks/Grounds                    | \$ 256,546         | \$ 2,339                | \$ 3,945      | \$ 252,601          | 2%                       |
| Community Development            | \$ 353,968         | \$ 30,590               | \$ 38,108     | \$ 315,860          | 11%                      |
| Animal Control                   | \$ 174,125         | \$ 13,248               | \$ 19,301     | \$ 154,824          | 11%                      |
| Legislative                      | \$ 185,722         | \$ 8,309                | \$ 12,107     | \$ 173,615          | 7%                       |
| Shared Services                  | \$ 652,645         | \$ 38,118               | \$ 78,050     | \$ 574,595          | 12%                      |
| Transfers out-Capital            | \$ 379,690         | \$ -                    | \$ -          | \$ 379,690          | 0%                       |
| Total Expenditures               | \$ 7,283,649       | \$ 503,508              | \$ 805,460    | \$ 6,478,189        | 11%                      |
| Total Fund                       | \$ (142,156)       | \$ (283,587)            | \$ (395,699)  | \$ 253,543          |                          |
| <b>Revenue Fund (002)</b>        |                    |                         |               |                     |                          |
| <b>Revenue</b>                   |                    |                         |               |                     |                          |
| Water                            | \$ 2,180,826       | \$ 217,177              | \$ 442,350    | \$ 1,738,476        | 20%                      |
| Sewer                            | \$ 1,800,000       | \$ 149,581              | \$ 298,502    | \$ 1,501,498        | 17%                      |
| Miscellaneous                    | \$ 60,000          | \$ 7,495                | \$ 26,543     | \$ 33,457           | 44%                      |
| Total Revenues                   | \$ 4,040,826       | \$ 374,253              | \$ 767,395    | \$ 3,273,431        | 19%                      |
| <b>Expenses</b>                  |                    |                         |               |                     |                          |
| Shared Services                  | \$ 330,011         | \$ 24,499               | \$ 50,325     | \$ 279,686          | 15%                      |
| Administration                   | \$ 512,787         | \$ 26,959               | \$ 44,947     | \$ 467,840          | 9%                       |
| Transfers/Debt Service           | \$ 472,937         | \$ -                    | \$ -          | \$ 472,937          | 0%                       |
| Water Service                    | \$ 1,246,857       | \$ 19,099               | \$ 28,448     | \$ 1,218,409        | 2%                       |
| Wastewater Service               | \$ 1,415,868       | \$ 21,287               | \$ 49,665     | \$ 1,366,203        | 4%                       |
| Total Expenses                   | \$ 3,978,460       | \$ 91,844               | \$ 173,385    | \$ 3,805,075        | 4%                       |
| Total Fund                       | \$ 62,366          | \$ 282,409              | \$ 594,010    | \$ (531,644)        |                          |
| <b>Link Operating Fund (098)</b> |                    |                         |               |                     |                          |
| <b>Revenue</b>                   |                    |                         |               |                     |                          |
| Recreation                       | \$ 240,600         | \$ 22,526               | \$ 46,126     | \$ 194,474          | 19%                      |
| Transfer in General Fund         | \$ 237,420         | \$ -                    | \$ -          | \$ 237,420          | 0%                       |
| Total Revenue                    | \$ 478,020         | \$ 22,526               | \$ 46,126     | \$ 431,894          |                          |
| <b>Expenditures</b>              |                    |                         |               |                     |                          |
| Recreation                       | \$ 482,204         | \$ 48,576               | \$ 71,466     | \$ 410,738          | 15%                      |
| Total Fund                       | \$ (4,184)         | \$ (26,050)             | \$ (25,340)   | \$ (216,264)        |                          |

Investment Report  
City of Richland Hills, Texas  
Month Ending November 30, 2020  
Inventory/Holdings

| Description                                     | Purchase Date | Maturity Date | Yield | Weighted Average Maturity | Par Value       | Principal Invested | Beginning Book Value | Beginning Market Value | Net Deposits / (Withdrawals) | Ending Book Value | Ending Market Value | Interest Earnings/ Change in value |
|-------------------------------------------------|---------------|---------------|-------|---------------------------|-----------------|--------------------|----------------------|------------------------|------------------------------|-------------------|---------------------|------------------------------------|
| <b>General Fund Portfolio</b>                   |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| CD * maturity reinvestment                      | 11/25/2020    | 5/22/2021     | 0.08% | 180                       | \$ 169,267.30   | \$ 169,267.30      | \$ 169,267.30        | \$ 169,267.30          | \$ -                         | \$ 169,267.30     | \$ 169,267.30       | \$ 11.50                           |
| Texpool                                         | 11/1/2020     | 11/30/2020    | 0.12% | 1                         | \$ 1,396,805.13 | \$ 1,396,663.81    | \$ 1,396,663.81      | \$ 1,396,663.81        | \$ -                         | \$ 1,396,805.13   | \$ 1,396,805.13     | \$ 141.32                          |
| <b>Total General Portfolio</b>                  |               |               |       |                           | \$ 1,566,072.43 | \$ 1,565,931.11    | \$ 1,565,931.11      | \$ 1,565,931.11        | \$ -                         | \$ 1,566,072.43   | \$ 1,566,072.43     | \$ 152.82                          |
| <b>Revenue Fund Portfolio</b>                   |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| Texpool                                         | 11/1/2020     | 11/30/2020    | 0.12% | 1                         | \$ 1,294,412.93 | \$ 1,294,281.99    | \$ 1,294,281.99      | \$ 1,294,281.99        | \$ -                         | \$ 1,294,412.93   | \$ 1,294,412.93     | \$ 130.94                          |
| <b>Total Revenue Portfolio</b>                  |               |               |       |                           | \$ 1,294,412.93 | \$ 1,294,281.99    | \$ 1,294,281.99      | \$ 1,294,281.99        | \$ -                         | \$ 1,294,412.93   | \$ 1,294,412.93     | \$ 130.94                          |
| <b>Drainage Utility Fund Portfolio</b>          |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| Texpool                                         | 11/1/2020     | 11/30/2020    | 0.12% | 1                         | \$ 113,157.39   | \$ 113,145.95      | \$ 113,145.95        | \$ 113,145.95          | \$ -                         | \$ 113,157.39     | \$ 113,157.39       | \$ 11.44                           |
| <b>Total Drainage Portfolio</b>                 |               |               |       |                           | \$ 113,157.39   | \$ 113,145.95      | \$ 113,145.95        | \$ 113,145.95          | \$ -                         | \$ 113,157.39     | \$ 113,157.39       | \$ 11.44                           |
| <b>2019 General Obligation Bonds</b>            |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| TexSTAR                                         | 11/1/2020     | 11/30/2020    | 0.09% | 1                         | \$ 5,332,908.79 | \$ 5,332,495.07    | \$ 5,332,495.07      | \$ 5,332,495.07        |                              | \$ 5,332,908.79   | \$ 5,332,908.79     | \$ 413.72                          |
| <b>Total General Obligation Bonds Portfolio</b> |               |               |       |                           | \$ 5,332,908.79 | \$ 5,332,495.07    | \$ 5,332,495.07      | \$ 5,332,495.07        | \$ -                         | \$ 5,332,908.79   | \$ 5,332,908.79     | \$ 413.72                          |
| <b>2019 Tax Notes</b>                           |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| TexSTAR                                         | 11/1/2020     | 11/30/2020    | 0.09% | 1                         | \$ 673,322.08   | \$ 673,269.81      | \$ 673,269.81        | \$ 673,269.81          |                              | \$ 673,322.08     | \$ 673,322.08       | \$ 52.27                           |
| <b>Total Tax Notes Portfolio</b>                |               |               |       |                           | \$ 673,322.08   | \$ 673,269.81      | \$ 673,269.81        | \$ 673,269.81          | \$ -                         | \$ 673,322.08     | \$ 673,322.08       | \$ 52.27                           |

Total Investments at 11/30/2020 \$ 8,979,873.62  
Weighed Average Maturity of Investments (Days) 4

| Cash Holdings - Depository Bank | Value Date | Amount Held     |
|---------------------------------|------------|-----------------|
| General Operating               | 11/30/2020 | \$ 7,203,866.97 |
| Richland Hills Development Corp | 11/30/2020 | \$ 714,396.62   |
| Crime Control District          | 11/30/2020 | \$ 338,874.66   |
| <b>Total</b>                    |            | \$ 8,257,138.25 |

| Cash Holdings Allocation      | Amount Held      | % to Total of holdings |
|-------------------------------|------------------|------------------------|
| Total Certificates of Deposit | \$ 169,267.30    | 1%                     |
| Total Texpool Investment Pool | \$ 2,804,375.45  | 16%                    |
| Total TexSTAR Investment Pool | \$ 6,006,230.87  | 35%                    |
| Total Cash Holdings           | \$ 8,257,138.25  | 48%                    |
| <b>Total</b>                  | \$ 17,237,011.87 | 100%                   |

This report is in full compliance with the investment policy and strategy as established for the investment portfolio and the Public Funds Investment Act (Chapter 2256.023)

*Tony Leake*  
Interim Finance Director

*Bernadette Gaudin*  
Accountant

Finance

Fiscal Year 2020-2021, Period Ending 12/31/2020

Revenue and Expense Summary

|                                  | Approved<br>Budget | Current Month<br>Actual | YTD<br>Actual | Available<br>Budget | % YTD of<br>Total Budget |
|----------------------------------|--------------------|-------------------------|---------------|---------------------|--------------------------|
| <b>General Fund (001)</b>        |                    |                         |               |                     |                          |
| <b>Revenue</b>                   |                    |                         |               |                     |                          |
| Taxes                            | \$ 6,164,363       | \$ 1,339,918            | \$ 1,615,815  | \$ 4,548,548        | 26%                      |
| Fines & Forfeitures              | \$ 465,150         | \$ 18,754               | \$ 57,319     | \$ 407,831          | 12%                      |
| Licenses & Permits               | \$ 148,130         | \$ 12,307               | \$ 45,544     | \$ 102,586          | 31%                      |
| Service Charges                  | \$ 306,850         | \$ 23,091               | \$ 77,908     | \$ 228,942          | 25%                      |
| Miscellaneous                    | \$ 57,000          | \$ 1,572                | \$ 7,918      | \$ 49,082           | 14%                      |
| Total Revenues                   | \$ 7,141,493       | \$ 1,395,642            | \$ 1,804,504  | \$ 5,336,989        | 25%                      |
| <b>Expenditures</b>              |                    |                         |               |                     |                          |
| Municipal Court                  | \$ 260,667         | \$ 26,684               | \$ 64,121     | \$ 196,546          | 25%                      |
| Administration                   | \$ 610,611         | \$ 59,742               | \$ 127,996    | \$ 482,615          | 21%                      |
| Police                           | \$ 1,750,292       | \$ 208,727              | \$ 447,718    | \$ 1,302,574        | 26%                      |
| Fire                             | \$ 1,850,255       | \$ 211,173              | \$ 451,321    | \$ 1,398,934        | 24%                      |
| Street                           | \$ 224,470         | \$ 17,853               | \$ 36,913     | \$ 187,557          | 16%                      |
| Library                          | \$ 386,248         | \$ 38,906               | \$ 91,707     | \$ 294,541          | 24%                      |
| Recreation                       | \$ 198,410         | \$ 29,787               | \$ 47,868     | \$ 150,542          | 24%                      |
| Parks/Grounds                    | \$ 256,546         | \$ 2,662                | \$ 6,608      | \$ 249,938          | 3%                       |
| Community Development            | \$ 353,968         | \$ 52,259               | \$ 90,366     | \$ 263,602          | 26%                      |
| Animal Control                   | \$ 174,125         | \$ 17,633               | \$ 36,934     | \$ 137,191          | 21%                      |
| Legislative                      | \$ 185,722         | \$ 19,539               | \$ 31,646     | \$ 154,076          | 17%                      |
| Shared Services                  | \$ 652,645         | \$ 38,486               | \$ 116,536    | \$ 536,109          | 18%                      |
| Transfers out-Capital            | \$ 379,690         | \$ -                    | \$ -          | \$ 379,690          | 0%                       |
| Total Expenditures               | \$ 7,283,649       | \$ 723,451              | \$ 1,549,734  | \$ 5,733,915        | 21%                      |
| Total Fund                       | \$ (142,156)       | \$ 672,191              | \$ 254,770    | \$ (396,926)        |                          |
| <b>Revenue Fund (002)</b>        |                    |                         |               |                     |                          |
| <b>Revenue</b>                   |                    |                         |               |                     |                          |
| Water                            | \$ 2,180,826       | \$ 202,536              | \$ 644,885    | \$ 1,535,941        | 30%                      |
| Sewer                            | \$ 1,800,000       | \$ 149,553              | \$ 448,056    | \$ 1,351,944        | 25%                      |
| Miscellaneous                    | \$ 60,000          | \$ 10,784               | \$ 28,040     | \$ 31,960           | 47%                      |
| Total Revenues                   | \$ 4,040,826       | \$ 362,873              | \$ 1,120,981  | \$ 2,919,845        | 28%                      |
| <b>Expenses</b>                  |                    |                         |               |                     |                          |
| Shared Services                  | \$ 330,011         | \$ 15,921               | \$ 66,246     | \$ 263,765          | 20%                      |
| Administration                   | \$ 512,787         | \$ 41,742               | \$ 86,690     | \$ 426,097          | 17%                      |
| Transfers/Debt Service           | \$ 472,937         | \$ -                    | \$ -          | \$ 472,937          | 0%                       |
| Water Service                    | \$ 1,246,857       | \$ 162,197              | \$ 190,645    | \$ 1,056,212        | 15%                      |
| Wastewater Service               | \$ 1,415,868       | \$ 55,492               | \$ 105,157    | \$ 1,310,711        | 7%                       |
| Total Expenses                   | \$ 3,978,460       | \$ 275,352              | \$ 448,738    | \$ 3,529,722        | 11%                      |
| Total Fund                       | \$ 62,366          | \$ 87,521               | \$ 672,243    | \$ (609,877)        |                          |
| <b>Link Operating Fund (098)</b> |                    |                         |               |                     |                          |
| <b>Revenue</b>                   |                    |                         |               |                     |                          |
| Recreation                       | \$ 240,600         | \$ 19,404               | \$ 65,531     | \$ 175,069          | 27%                      |
| Transfer in General Fund         | \$ 237,420         | \$ -                    | \$ -          | \$ 237,420          | 0%                       |
| Total Revenue                    | \$ 478,020         | \$ 19,404               | \$ 65,531     | \$ 412,489          |                          |
| <b>Expenditures</b>              |                    |                         |               |                     |                          |
| Recreation                       | \$ 482,204         | \$ 57,909               | \$ 129,375    | \$ 352,829          | 27%                      |
| Total Fund                       | \$ (4,184)         | \$ (38,505)             | \$ (63,844)   | \$ (177,760)        |                          |

Investment Report  
City of Richland Hills, Texas  
Month Ending December 31, 2020  
Inventory/Holdings

| Description                                     | Purchase Date | Maturity Date | Yield | Weighted Average Maturity | Par Value       | Principal Invested | Beginning Book Value | Beginning Market Value | Net Deposits / (Withdrawals) | Ending Book Value | Ending Market Value | Interest Earnings/ Change in value |
|-------------------------------------------------|---------------|---------------|-------|---------------------------|-----------------|--------------------|----------------------|------------------------|------------------------------|-------------------|---------------------|------------------------------------|
| <b>General Fund Portfolio</b>                   |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| CD                                              | 11/25/2020    | 5/22/2021     | 0.08% | 180                       | \$ 169,267.30   | \$ 169,267.30      | \$ 169,267.30        | \$ 169,267.30          | \$ -                         | \$ 169,267.30     | \$ 169,267.30       | \$ 11.50                           |
| Texpool                                         | 12/1/2020     | 12/31/2020    | 0.09% | 1                         | \$ 1,396,912.97 | \$ 1,396,805.13    | \$ 1,396,805.13      | \$ 1,396,805.13        | \$ -                         | \$ 1,396,912.97   | \$ 1,396,912.97     | \$ 107.84                          |
| <b>Total General Portfolio</b>                  |               |               |       |                           | \$ 1,566,180.27 | \$ 1,566,072.43    | \$ 1,566,072.43      | \$ 1,566,072.43        | \$ -                         | \$ 1,566,180.27   | \$ 1,566,180.27     | \$ 119.34                          |
| <b>Revenue Fund Portfolio</b>                   |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| Texpool                                         | 12/1/2020     | 12/31/2020    | 0.09% | 1                         | \$ 1,294,512.85 | \$ 1,294,412.93    | \$ 1,294,412.93      | \$ 1,294,412.93        | \$ -                         | \$ 1,294,512.85   | \$ 1,294,512.85     | \$ 99.92                           |
| <b>Total Revenue Portfolio</b>                  |               |               |       |                           | \$ 1,294,512.85 | \$ 1,294,412.93    | \$ 1,294,412.93      | \$ 1,294,412.93        | \$ -                         | \$ 1,294,512.85   | \$ 1,294,512.85     | \$ 99.92                           |
| <b>Drainage Utility Fund Portfolio</b>          |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| Texpool                                         | 12/1/2020     | 12/31/2020    | 0.09% | 1                         | \$ 113,166.11   | \$ 113,157.39      | \$ 113,157.39        | \$ 113,157.39          | \$ -                         | \$ 113,166.11     | \$ 113,166.11       | \$ 8.72                            |
| <b>Total Drainage Portfolio</b>                 |               |               |       |                           | \$ 113,166.11   | \$ 113,157.39      | \$ 113,157.39        | \$ 113,157.39          | \$ -                         | \$ 113,166.11     | \$ 113,166.11       | \$ 8.72                            |
| <b>2019 General Obligation Bonds</b>            |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| TexSTAR                                         | 12/1/2020     | 12/31/2020    | 0.07% | 1                         | \$ 5,333,215.02 | \$ 5,332,908.79    | \$ 5,332,908.79      | \$ 5,332,908.79        |                              | \$ 5,333,215.02   | \$ 5,333,215.02     | \$ 306.23                          |
| <b>Total General Obligation Bonds Portfolio</b> |               |               |       |                           | \$ 5,333,215.02 | \$ 5,332,908.79    | \$ 5,332,908.79      | \$ 5,332,908.79        | \$ -                         | \$ 5,333,215.02   | \$ 5,333,215.02     | \$ 306.23                          |
| <b>2019 Tax Notes</b>                           |               |               |       |                           |                 |                    |                      |                        |                              |                   |                     |                                    |
| TexSTAR                                         | 12/1/2020     | 12/31/2020    | 0.07% | 1                         | \$ 673,360.74   | \$ 673,322.08      | \$ 673,322.08        | \$ 673,322.08          |                              | \$ 673,360.74     | \$ 673,360.74       | \$ 38.66                           |
| <b>Total Tax Notes Portfolio</b>                |               |               |       |                           | \$ 673,360.74   | \$ 673,322.08      | \$ 673,322.08        | \$ 673,322.08          | \$ -                         | \$ 673,360.74     | \$ 673,360.74       | \$ 38.66                           |

Total Investments at 12/31/2020 \$ 8,980,434.99  
Weighed Average Maturity of Investments (Days) 4

| Cash Holdings - Depository Bank | Value Date | Amount Held     |
|---------------------------------|------------|-----------------|
| General Operating               | 12/31/2020 | \$ 7,313,119.85 |
| Richland Hills Development Corp | 12/31/2020 | \$ 714,396.62   |
| Crime Control District          | 12/31/2020 | \$ 447,535.58   |
| <b>Total</b>                    |            | \$ 8,475,052.05 |

| Cash Holdings Allocation      | Amount Held      | % to Total of holdings |
|-------------------------------|------------------|------------------------|
| Total Certificates of Deposit | \$ 169,267.30    | 1%                     |
| Total Texpool Investment Pool | \$ 2,804,591.93  | 16%                    |
| Total TexSTAR Investment Pool | \$ 6,006,575.76  | 34%                    |
| Total Cash Holdings           | \$ 8,475,052.05  | 49%                    |
| <b>Total</b>                  | \$ 17,455,487.04 | 100%                   |

This report is in full compliance with the investment policy and strategy as established for the investment portfolio and the Public Funds Investment Act (Chapter 2256.023)

*Tony Leake*  
Interim Finance Director

*Bernadette Guebara*  
Accountant