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BRAZORIA COUNTY ENGINEERING

451 N VELASCO, SUITE 230
ANGLETON, TEXAS 77515

September 3, 2024

City of Angleton
121 South Velasco
Angleton, TX 77515

RE: Fiscal Year 2025 Road Project Request

Dear Mayor:

Attached is your FY25 Road Project Request Summary Form. Please be advised that some information regarding your requests and interlocals has changed. After reviewing the information contained in this letter, please complete and return the enclosed Project Request Summary listing all Road Construction Projects **and** Ditch Digging Requests (maximum of four (4) locations) in priority order for which you are requesting labor and equipment from Brazoria County Road and Bridge for Fiscal Year 2025. Please do not include the roads from your FY 2024 road project request.

Each Project Request Summary requires Mayoral approval by signature. It is very important for our Superintendent to be involved in the negotiation and planning process with your Administration as to the level of work the County can accomplish for you. **Please return your completed Project Request Summary prior to November 1, 2024 (note – this deadline has changed from previous years) by emailing to the following:**

engineer-interlocals@brazoriacountytx.gov

We encourage you to consider that the County would prefer to do **overlays only**, where appropriate, for **road construction** on an **entire road** to limit the number of mobilizations. Doing sub-base, base and stabilization of road materials is consuming and ties up resources. We request that you limit “road construction” to a total of approximately **two miles** per year.

Ditch Digging Requests must be included in your Project Request Summary **and** must include a map with the requested area highlighted. Any drainage design work necessary for this request is the responsibility of the city.

The County Road and Bridge Act authorized Commissioners Court to expend county funds and utilize county equipment to do road and street work within incorporated cities and towns, provided the governing body of the city or town consents ***and it does not interfere with county road and bridge projects***. Therefore, work under this Interlocal agreement must be initiated by submitting a written request signed by your Mayor to the Engineer's Office. If such work is determined to be a benefit to the County by Commissioners Court, work will be performed as quickly as our Road Superintendent is able to schedule in coordination with other projects and commitments.

If unexpected projects come up during the year, please follow the same process of involving our appropriate Service Center. The Road Superintendent will schedule in coordination with other projects and commitments.

It is not necessary to involve the Superintendent in the planning process for driveways to be set, or pothole patching. Please submit a written request to engineer-interlocals@brazoriacountytx.gov. For culvert sets please include all of the following information in your request:

- Location
- Name and Contact Number (person requesting the work)
- Number of Culverts to be Set
- Diameter of Culverts to be Set

Culverts must be on-site with area staked out. The County will assist in spreading material providing the material is on-site prior to our arrival to perform the work.

Cities are responsible for all material (road material, patching material, signs, culverts, etc.) and may purchase through the County's suppliers providing they have a "separate" Interlocal agreement with the Brazoria County Purchasing Department to do so. Cities will be invoiced for any material depleted from County Road and Bridge inventory. Cities should obtain a Purchase Order directly with supplier, paying the supplier direct for material costs.

If you have any questions, please contact Tricia Simmons at (979)864-1265 or email engineer-interlocals@brazoriacountytx.gov.

Sincerely,



Matt Hanks, PE
County Engineer

City of Angleton
Interlocal Agreement Project Request Summary FY-25

STREET/LOCATION	LIMITS (TO – FROM)	LENGTH (FT)	WIDTH (FT)	WORK DESCRIPTION (Major Street Projects and/or Ditch Digging ONLY)	FOR OFFICE USE ONLY

Note: Must have Mayoral approval

Return to: County Engineer's Office
Engineer-interlocals@brazoriacountytx.gov

Approved By: Mayor

Date