
City Council Regular Meeting

DEPARTMENT: Public Works & Engineering
FROM: Errick Thompson, P.E., CFM®, Director
MEETING: April 1, 2024

SUBJECT:

Consider approval of a contract with Terracon Consultants, Inc. for a City Facility Master Plan and Condition Assessment through TIPS Cooperative Purchasing Agreement # 210602 in the amount of \$247,604. (*Staff Contact: Errick Thompson, Director of Public Works & Engineering*)

SUMMARY:

The Currently, 27 City facilities comprising approximately 300,00sf make up the City's portfolio of buildings. Focus on longer-term facility planning has increased over the past several years as the city has experienced significant growth. Examples of recent planning initiatives include:

- 20-year staffing and space needs for the Burleson Police Department and Public Safety Communications (by BRW Architects, Matrix Consultants, and BSW Architects)
- 20-year Fire and Emergency Medical Staffing (by Fitch & Associates)
- Library Master Plan by 720 Design
- Parks and Recreation Master Plan Update (by Kimley-Horn)

City Council approved \$250,000 in the current operating budget to conduct an overall facility master plan and adopted the city's first Asset Management Policy earlier this month. This proposed contract supports the policy with respect to facilities.

Section 271 of the Local Government Code allows local governments to satisfy competitive bidding requirements for goods or services by participating in cooperative purchasing, such as using TIPS (The Interlocal Purchasing System). Cooperative purchasing allows for a streamlined procurement process, saves significant administrative time and cost, and provides competitive pricing. Burleson has used this method for a variety of purchases including, but not limited to concrete repair, asphalt, public safety radios and associated services, vehicles, and information technology equipment. Staff has worked with Terracon Consultants, Inc. to develop the project scope using the TIPS cooperative contract. The project anticipates a four-month schedule.

RECOMMENDATION:

Approve a contract with Terracon Consultants, Inc. for a City Facility Master Plan and Condition Assessment through TIPS Cooperative Purchasing Agreement # 210602 in the amount of \$247,604.

PRIOR ACTION/INPUT (Council, Boards, Citizens):

September 11, 2023 - City Council approved the FY2023-2024 annual operating budget including funding for this project.

March 18, 2024 – City Council adopted the Asset Management Policy.

REFERENCE:

N/A

FISCAL IMPACT:

Budgeted: Y
Fund Name: General Fund
Full Account #: 1013002 - 62010
Amount: \$247,604.00
Project No.: N/A

STAFF CONTACT:

Errick Thompson
Director
ethompson@burllesontx.com
817-426-9610