

**ON-CALL  
PROFESSIONAL SERVICES  
CONTRACT  
3 YEAR TERM**

**City Council  
November 4, 2024**



# Background

Funds budgeted every fiscal year for on-call development review contracts

Support for staff during heavy submittal weeks (Plats, site plans, civil construction plans, etc)

Flood and traffic studies require software and technical expertise for detailed reviews

Remaining funds within contracts have historically “rolled” over to next fiscal year



# Background

Rolled funds can create issues during audits for the finance department

Actual costs per fiscal year more difficult to track

The purchasing department recommended multi-year contracts because these are routine yearly occurrences

Staff evaluated data for the last 5-years to determine yearly average costs

- Flood/detention/general engineering reviews - \$30,000 per year
- Traffic study/general reviews - \$25,000 per year







# **FREESE AND NICHOLS, INC.**

## **Flood Study, detention, general engineering reviews**

- Development
- Private property owners
- City capital projects
- Floodplain violations
- FEMA Submittals

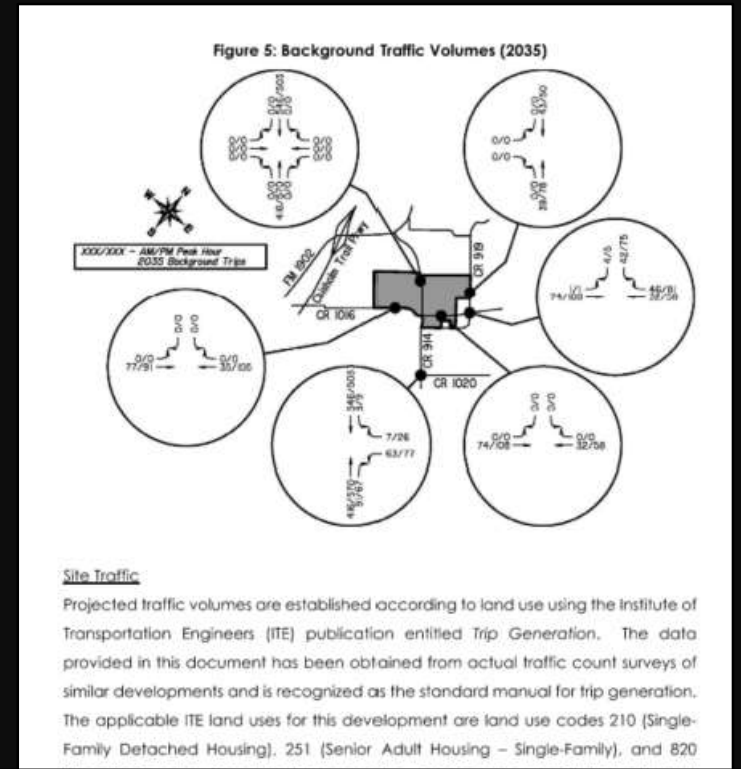
## **Assists City Staff with Technical Expert Opinions on floodplain issues**

## **Large stormwater drainage design review**

- City of Burleson
- Extraterritorial Jurisdiction (ETJ)

# KIMLEY HORN AND ASSOCIATES

- Review of development traffic studies
- Stop sign warrants
- Speed studies
- Provide support to city staff with review of civil construction plans as it relates to development if needed
- General technical support



**Table 1: Trip Generation for Chisholm Summit**

| Land Use/ITE Code | Units      | Daily         | Weekday AM Peak |            |              | Weekday PM Peak |            |              |
|-------------------|------------|---------------|-----------------|------------|--------------|-----------------|------------|--------------|
|                   |            | Trips         | Enter           | Exit       | Hourly Trips | Enter           | Exit       | Hourly Trips |
| 210               | 398        | 3,753         | 78              | 221        | 299          | 236             | 138        | 374          |
| 210               | 301        | 2,838         | 53              | 158        | 211          | 178             | 105        | 283          |
| 251               | 157        | 677           | 12              | 26         | 38           | 29              | 18         | 47           |
| 820               | 113.2      | 4,190         | 59              | 36         | 95           | 185             | 200        | 385          |
| Pass-By Trips     |            | 1,215         | 0               | 0          | 0            | 54              | 58         | 112          |
| <b>Total</b>      | <b>896</b> | <b>10,243</b> | <b>202</b>      | <b>441</b> | <b>643</b>   | <b>574</b>      | <b>403</b> | <b>977</b>   |

# Action Requested

1. Approve a professional services contract with Freese and Nichols, Inc. for engineering services related to the review of flood studies and general stormwater drainage design for a three (3) year term in the amount of \$90,000.00.
2. Approve a professional services contract with Kimley Horn and Associates for engineering services related to the review of traffic studies and general roadway design for a three (3) year term in the amount of \$75,000.00.

**Staff Contact:**

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