
City Council Regular Meeting

DEPARTMENT: Public Works

FROM: Eric Oscarson, Public Works Director

MEETING: July 18, 2022

SUBJECT:

Consider approval of a professional services contract with Freese and Nichols, Inc. to update the City's Design Standards Manual and Subdivision and Development Ordinance as it relates to general engineering and construction requirements in the amount not to exceed \$183,004.50. *(Staff Contact: Eric Oscarson, Public Works Director)*

SUMMARY:

The City of Burleson adopted the current Design Standards Manual (DSM) in 2008 replacing the previous design manual in its entirety. In addition, the City's current Subdivision and Development Ordinance, also adopted in 2008, contains several sections outlining technical requirements that are better suited for inclusion in the City's DSM. While there have been several updates to the Subdivision and Development Ordinance since 2008, they did not include updates to technical engineering standards. Changes to the City's standards, practices, and initiatives, along with evolving engineering and development best practices, necessitate a review and update of the DSM and associated development guidance documents and policies.

The City also extends the requirements of the DSM to the Extraterritorial Jurisdiction (ETJ) per an interlocal agreement. It has become a challenge for Johnson County to maintain its roadways when constructed to city standards due to budget constraints. The County Commissioners have requested the City evaluate the criteria for the ETJ to allow for a county standard or equivalent to be utilized on public roadways. At this time, a variance would be required to be approved by the City Council to deviate from the current City roadway section requirements. There are several other design considerations Johnson County has requested the City consider which are acceptable engineering design and construction methods. Since the City's DSM adoption in 2008, Johnson County has updated its design standards at least five times due to county standards and policy changes as well as evolving industry standards, resulting in conflicting requirements for development within the county.

The City's engineering staff has the practical knowledge and professional expertise necessary to evaluate and enforce the requirements and issue variances from engineering criteria based on best engineering practices and industry standards. Because engineering criteria are contained within the Subdivision and Development Ordinance, staff have brought any requests for technical variations before the Planning and Zoning Commission and, subsequently, the City Council when variances or deviations from the DSM may be necessary due to site conditions or constraints. Staff proposes to remove any technical engineering requirements from the Subdivision and

Development Ordinance and include them in the updated DSM as well as update requirements based on evolving City and industry standards.

The following tasks are included in the scope:

- Task 1 – Project Management and Meetings
- Task 2 – Visioning Workshops
- Task 3 – Diagnostic Review and Recommendations
- Task 4 – Design Manual Update

The proposed contract is \$174,290.00 and includes \$20,000 in special services in the event the defined level of effort is exceeded. Additional visioning workshops may be required with Johnson County or the development community given the scope of the contract which includes evaluation of all ordinances containing technical engineering regulations. In addition, staff proposes a five percent contingency for a total of \$183,004.50. The contingency would allow for assistance from FNI if there is a need to revise additional related ordinance such as Chapter 42, Floods, or any of the engineering design regulations associated with the zoning overlays. FNI will not proceed with any additional work without written authorization from the City. Any funds not used will be returned to the general fund.

When completed, the updated interactive DSM will be available to not only the development community but to the property owners both within the City limits and ETJ providing a comprehensive document that is easily navigable. As a result of the update to the DSM, the City should benefit overall from fewer maintenance issues.

OPTIONS:

- 1) Approve a professional services contract with Freese and Nichols, Inc. to update the City's Design Standards Manual and Subdivision and Development Ordinance as it relates to general engineering and construction requirements in the amount not to exceed \$183,004.50.
- 2) Deny a professional services contract with Freese and Nichols, Inc. to update the City's Design Standards Manual and Subdivision and Development Ordinance as it relates to general engineering and construction requirements in the amount not to exceed \$183,004.50.

RECOMMENDATION:

Approve a professional services contract with Freese and Nichols, Inc. to update the City's Design Standards Manual and Subdivision and Development Ordinance as it relates to general engineering and construction requirements in the amount not to exceed \$183,004.50.

FISCAL IMPACT:

Budgeted Y/N:Y

Full Account #s: 001-5512-437.32-02

Amount: \$180,004.50

STAFF CONTACT:

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