



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Administration

**DATE:** October 28, 2025

**SUBJECT:** Motion to approve and authorize the expenditure of funds for proposal P35153, in an amount not to exceed \$68,815.00, for repairing the manhole and associated pipe located at the northeast corner of the Hiatus Road and Stirling Road Intersection.

### **BACKGROUND OF ITEM:**

Some asphalt sank, forming a sinkhole at the intersection around the manhole, and our City Team filled the area with asphalt last year. Six months later, another sinkhole appeared, and the City Team added road rock and patched the asphalt again. During investigation, we found that several bricks on one side of the 36-inch corrugated drainage pipe in the manhole were missing. We determined that a contractor experienced with this type of work will need to repair the pipe and manhole. The City Staff received three quotes for this work as follows:

1. IS Industry Standard Engineering Contractor	\$66,513.00
2. Shenandoah	\$68,815.00
3. Hinterland Group, Inc.	\$74,200.00

The Utilities Department selected Shenandoah due to a positive prior experience and the piggyback contract that ensures competitive and reliable costs. If the issue remains unresolved in the next few months, unexpected sinkholes could continue to expand. Eventually, the manhole might collapse, leading to vehicle damage and potential injuries to residents and visitors. The repair will take one week to finish, and it will take a few weeks to mobilize after the City gives notice to proceed to the contractor.

### **ANALYSIS:**

Staff recommends that the City Manager approve and authorize the expenditure of up to \$68,815.00 for manhole and pipe repair at this intersection. The contractor will establish a maintenance of traffic (MOT) zone, install plugs, pump down, shore up, and dewater the manhole. They will repair the manhole structure by replacing the ring and cover, performing mud work, injecting grout around the manhole, removing well points, repairing the asphalt apron around the manhole, and restoring the area.

These repairs are urgent due to the immediate risk to public health and safety from unexpected and ongoing sinkholes. Although it's an emergency, the City staff will use the Shenandoah piggyback contract currently in place. All line items will be billed according to the piggyback unit price.

## **PROCUREMENT**

This purchase is made in accordance with Sec. 2-258 (c), which states:

- The City Manager or designee may make or authorize others to make emergency procurements when there exists a threat to public health, welfare, or safety under emergency conditions, provided that such emergency procurements shall be made with such competition as is practicable under the circumstances...
- The City Manager is authorized to determine if an emergency exists for purposes of emergency purchases and procurements. If an emergency does exist, the City Manager shall authorize emergency expenditures for the procurement or temporary acquisition of supplies, equipment, and services necessary to meet the City's needs as a result of the emergency, and may delegate authority for a department head or other designee to secure emergency proposals.

## **FISCAL IMPACT:**

The unencumbered balance in the Maintenance – Lift Stations Line Item 450-930-534443-535 is \$11,712.84. We propose transferring \$70,000 from Professional Services – Miscellaneous to fund this repair. The remaining balance reflects the unencumbered funds of these line items after the \$70K budget transfer.

<b><u>General Ledger Acct. Number</u></b>	<b><u>Budgeted Amount</u></b>	<b><u>Requested Amount</u></b>	<b><u>Remaining Amount</u></b>
450-930-534443-535 <b>(Maintenance-Lift Stations)</b>	\$235,500	\$70,000	\$81,712.84
450-930-531190-535 <b>(Professional Services – Misc)</b>	\$100,000	-\$70,000	\$30,000