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## CITY COUNCIL CONSIDERATION ITEM

### CITY OF FAIR OAKS RANCH, TEXAS

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AGENDA TOPIC: Approval of a resolution authorizing the execution of an agreement with AAA Time Saver Services for the construction of a gateway feature monument

DATE: April 17, 2025

DEPARTMENT: Finance

PRESENTED BY: Clayton Hoelscher, Procurement Manager

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#### **INTRODUCTION/BACKGROUND:**

On July 18, 2019, the City Council created a Branding Advisory Committee, which was tasked with the development and implementation of a citywide branding program to include initiatives such as a City entryway or gateway feature.

Citizens were appointed to a subcommittee specifically dedicated to the Gateway Feature in November 2023. This Gateway Feature Committee was tasked with discussing and investigating the possible construction of gateway features at the main entryways to the City.

A conceptual design was completed by Halff Associates, Inc. and the City Council authorized full design services at the May 16, 2024 meeting. The City advertised a Request for Proposals for the construction of this project in January 2025. Proposals were due on January 28, 2025 and three proposals were received. A selection was made based on the following criteria:

- Price
- Relevant Experience
- Project Approach

An evaluation committee met and selected AAA Time Saver Services as the highest ranked respondent. Negotiations occurred and the final negotiated amount is \$199,840.00. The project is expected to take 120 days to construct.

#### **POLICY ANALYSIS/BENEFIT(S) TO CITIZENS:**

- Aligns with Strategic Action Plan item 5.2.2 Develop Brand Identity and Credibility.
- Aligns with Strategic Action Plan item 5.2.5 Design and Construct a City Gateway Feature.
- Complies with procurement requirements.

#### **LONGTERM FINANCIAL & BUDGETARY IMPACT:**

This project will be reimbursed by a grant from the Municipal Development District if the City Council approves the funding agreement.

#### **LEGAL ANALYSIS:**

The City's standard Construction Agreement is being utilized for this project.

**RECOMMENDATION/PROPOSED MOTION:**

I move to approve a resolution authorizing the City Manager to execute an agreement with AAA Time Saver Services for the construction of a gateway feature monument in an amount not to exceed \$199,840.00.