



# STAFF REPORT

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<b>MEETING DATE:</b>	January 20, 2026
<b>MEETING TYPE:</b>	City Council
<b>SUBMITTED BY:</b>	James Quin
<b>AGENDA CAPTION:</b>	Discuss and consider A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUTCHINS, TEXAS, APPROVING AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE THE TERMS AND CONDITIONS OF A MASTER LEASE AGREEMENT BETWEEN THE CITY AND WILLIAMS SCOTSMAN, INC. ("WILLSCOT") FOR THE LEASE OF TWO (2) 60X12 PORTABLE BUILDINGS TO PROVIDE TEMPORARY OFFICES AND FACILITIES FOR THE USE BY THE PUBLIC WORKS DEPARTMENT UNTIL THE NEW PUBLIC WORKS BUILDING IS CONSTRUCTED FOR A PERIOD OF TWO (2) YEARS FOR A COST NOT TO EXCEED \$146,808.88; AND PROVIDING FOR AN EFFECTIVE DATE. Presented by: James Quin, City Administrator

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## **Background Information**

The City is looking to lease (2) 60x12 Portable Buildings for the Public Works Department. This will be a 2 year lease with the option to extend the lease if needed.

The City Staff has solicited proposals from 3 different companies and has chosen to go with Willscot. They included a professional office package and lunchroom package in their proposal and also washer and dryer connections.

The purpose of the 2 portables is to provide temporary offices and facilities to use until a new Public Works building is constructed. The existing building is too small and is in need of many repairs. The Portable Buildings will provide a safe and sanitary work environment and provide adequate office space and conference areas necessary to support department operations.

## **Budget Implications**

N/A

## **Operational Impact**

N/A

## **Legal Review**

The City Attorney approved the resolution.

### **Staff Recommendation**

Staff recommends that the City Council approval the demolition of the car wash and Authorize the City to award the contract to the lowest responsible bidder.

### **Supporting Documentation and Attachments**

1. Resolution
2. Contract
3. Visuals of Modular Buildings and Packages