



PUBLIC WORKS

To: Mayor and Town Council

From: Frank E. Jaromin, P.E., Director of Public Works

Through: Bob Scott, Executive Director of Administrative Services
Hulon T. Webb, Jr., Interim Executive Director of Development and Infrastructure Services

Re: Town Council Meeting – August 9, 2022

Agenda Item:

Consider and act upon authorizing the Mayor to execute a Professional Engineering Services Agreement between Freese and Nichols, Inc., and the Town of Prosper, Texas, related to the Public Works and Parks and Recreation Facility Master Plan project.

Description of Agenda Item:

The services associated with this agreement are to create a Facility Master Plan and fueling station to consolidate the Public Works and Parks and Recreation Departments to a single site, east of Cook Lane. Freese and Nichols, Inc., will project the potential growth of the two departments at buildout, including the number of staff and their roles, space needs, and operational storage such as the number and types of vehicles, equipment, and storage needs. The Master Plan project site will be an expansion of the current Public Works Facility.

At the April 9, 2019, Town Council meeting, the Town Council approved a list of qualified engineering firms. Freese and Nichols, Inc., is included on the approved list.

Budget Impact:

The total cost of the project is \$104,800. \$64,800 will be funded from Account No. 200-5410-50-02 (Professional Services), and \$40,000 from Account No. 100-5410-50-01 (Capital Expenditure).

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the standard Professional Engineering Services Agreement as to form and legality.

Attached Documents:

1. Professional Engineering Services Agreement

Town Staff Recommendation:

Town staff recommends that the Town Council authorize the Mayor to execute a Professional Engineering Services Agreement between Freese and Nichols, Inc., and the Town of Prosper, Texas, related to the Public Works and Parks and Recreation Facility Master Plan project.

Proposed Motion:

I move to authorize the Mayor to execute a Professional Engineering Services Agreement between Freese and Nichols, Inc., and the Town of Prosper, Texas, related to the Public Works and Parks and Recreation Facility Master Plan project.