PARKS AND RECREATION DEPARTMENT

To: **Mayor and Town Council**

From: **Dan Baker, Director of Parks and Recreation**

Through: **Mario Canizares, Town Manager**
Robyn Battle, Executive Director

Re: **407/409 First Street Parking Lot Maintenance Project**

Town Council Meeting – May 13, 2025

Strategic Visioning Priority: 4. Provide Excellent Municipal Services

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Agenda Item:

Consider and act upon a contract between the Town of Prosper and Pavecon, Ltd. for parking lot maintenance at 407/409 First Street for $52,210.

Description of Agenda Item:

Parks and Recreation's Administrative facility, located at 407/409 First Street, has two parking lots made of loose gravel. The parking spaces are non-compliant with TDLR and ADA standards. The facility currently has two accessible parking spaces in front of the building. The Town plans to widen First Street soon, and when that happens the accessible parking spaces in front of the buildings will be lost. To provide accessible parking for patrons and staff the existing gravel lots must be paved. The proposal from Pavecon includes subgrade preparation, type D asphalt overlay, wheel stops, and parking lot striping.

Pavecon is a member of Buyboard, thereby eliminating the need to formally bid the project. The proposal cost is based on Buyboard Contract 700-23.

Budget Impact:

The total cost of the construction contract is $ 52,210.36. Funding for this contract is available in account PK202517.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

Attached Documents:

1. Pavecon cost proposal for Parks and Recreation Administration Building paving.

Town Staff Recommendation:

Town Staff recommend the Town Council approve a contract with Pavecon, Ltd. for parking lot maintenance at 407/409 First Street.

<u>Proposed Motion:</u>

I move to approve a contract between the Town of Prosper and Pavecon, Ltd. for parking lot maintenance at 407/409 First Street for $52,210.