

# City Council Meeting

## Agenda Item

### Data Sheet

Meeting Date: December 2, 2024

#### Topic:

Approve a contract with Pavecon Ltd., to complete parking lot and pavement construction on North Sycamore Street through the BuyBoard Purchasing Cooperative (Contract No. 700-23) for a not-to-exceed amount of \$400,578, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchase. This expenditure is included in the FY 2024-2025 Budget.

#### Background:

During the Fiscal Year 2023-2024 budget the North Sycamore Street Parking Lot project was identified in the proposed 2023-2028 Capital Improvements Plan. Following discussions, the project was adopted as part of the final 2023-2028 Capital Improvement Plan and funding was allocated by City Council through the 2023 debt issuance total \$1,500,000.

On April 1, 2024, Council approved a professional services agreement with WGA Consulting Engineers to complete the design and engineering for the proposed project. WGA completed a survey and on-site work to determine the best and safest design option to allow for the construction of the street reconstruction and additional parking.

On July 11, 2024, staff sent a letter to registered property owners on North Sycamore Street providing notification of the project and staff contact. Additionally, during the week of July 22, staff conducted visits with property owners and residents located along the project site to provide a better understanding of the project.

On Sept. 16, staff hosted a Stakeholders meeting at 12 p.m. and 5 p.m. and invited property owners, residents, and business owners in the area to attend. The meeting allowed the community to ask questions, review the design options, vote on the options and provide comments and feedback to staff for the project. Eight members of the community attended the meetings and provided valuable feedback. All eight members in attendance voted for the one-way option.

On Oct. 7, Staff presented the project and stakeholders feedback to Council. Council direction was to make North Sycamore between Main Street and Houston one-way going north, install parking on the west side of the road way and not install sidewalks.

Staff worked with WGA to finalize the design plans and worked with Pavecon to secure a proposal based on the defined scope of work and final plan set. Below is a breakdown of the current funding allocated for the project.

<b>N. Sycamore Parking</b>
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Budget Breakdown		
Element	Budgeted Amount	Contract Amount
Misc. – Land/Site	\$8,525.00	\$8,525.00
Engineering	\$106,000.00	\$106,000.00
Construction	\$500,000.00	\$400,578.00 (includes contingency)
<b>Remaining Funds to be Allocated: \$99,422.00</b>		

**Origination:** Public Works Department

**Recommendation:**

Staff recommends approving a contract with Pavecon Ltd., to complete parking lot and pavement construction on North Sycamore Street for a not-to-exceed amount of \$400,578.00.

**Party(ies) responsible for placing this item on agenda:** Drew Huffman, Public Works Director

**FUNDING (IF APPLICABLE)**

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes:  No:  If yes, specify Account Number: # 400-154-6409

If no, funds will be transferred from \_\_\_\_\_ # \_\_\_\_\_ To account # \_\_\_\_\_  
account

Signed Drew Huffman Approved by \_\_\_\_\_  
Staff Member Date City Manager Date