

# City Council Meeting

## Agenda Item

### Data Sheet

Meeting Date: November 18, 2024

#### Topic:

Approve a Professional Services Agreement with Westwood Professional Services, Inc. to provide professional landscape architecture services for the Tomball Gateway Monumentation, Project Number 2025-10002, for a not-to-exceed amount of \$51,700, authorize the expenditure of funds therefor, and authorize the City Manager to execute the agreement. The expenditure was included in the Fiscal Year 2024-2025 Budget.

#### Background:

The Tomball Gateway Monument project was identified as an opportunity to provide monument signs with corridor landscaping improvements at various high visible entry locations in Tomball.

Staff has worked with Westwood to preliminary identify potential locations for gateways and develop a scope of work to include evaluation of nine (9) potential locations.

1. Business 249 South
2. Telge Road and FM 2920
3. Hufsmith-Kohrville and Holderrieth Road
4. FM 2920 and FM 2978
5. FM 2978 and Hufsmith Road
6. FM 2920 and Business 249 (Four Corners)
7. SH 249 Southbound Frontage Road (near Harris County Flood Control Ditch M124 Channel)
8. SH 249 Southbound Frontage Road (near Spring Creek)
9. FM 2920 North Entrance

The proposed scope of work includes evaluating the feasibility of monument signs at the identified potential locations, prioritizing locations, and providing conceptual design and budget to assist the City in identifying the locations to be utilized. The contract will also include public engagement with design presentations for stakeholders, to be identified by City Council and staff, and the general public. The scope of work also includes additional focus on the Business 249 South (at Holdrerrieth) location as this could be a prime location for an improved gateway, as well as eligible for the TXDOT Green Ribbon program.

The proposed Professional Services Agreement with Westwood includes all services, for a not-to-exceed amount of \$51,700.

**Origination:** Project Management

#### Recommendation:

Staff recommends approving the Professional Services Agreement with Westwood Professional Services, Inc. to provide professional landscape architecture services for the Tomball Gateway Monumentation for a not-to-exceed amount of \$51,700.

**Party(ies) responsible for placing this item on agenda:** Meagan Mageo, Project Manager

**FUNDING (IF APPLICABLE)**

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

Yes: X No: \_\_\_\_\_ If yes, specify Account Number: #215-215-6304

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

**Signed:** Meagan Mageo **Approved by:** \_\_\_\_\_  
Staff Member Date City Manager Date