

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: March 17, 2025

Topic:

Workshop Discussion Only – Approve contract with Topwater Construction Services, LLC for general contract services through a TIPS-USA contract (Contract No. 211001), for a total contract amount not-to-exceed \$140,000, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchases. This expenditure is included in the Fiscal Year 2024-2025 Budget.

Background:

Topwater Construction Services, Inc. is a general contractor company located in Katy, Texas, specializing in new construction, renovation, and restoration of schools, hospitals, government buildings, and other construction type components.

As part of the fiscal year 2024-2025 budget process, funding was requested to complete a renovation of the restrooms at the Police Department to include upgrading all faucets and toilets, new epoxy flooring, and adding an additional shower to each restroom to allow for two showers in the men’s and women’s facilities.

Topwater recently conducted a comprehensive walkthrough with staff to assess the current state of the restrooms at the Police Department. The primary objective of this walkthrough was to identify any issues or areas in need of improvement, ensuring the facilities are in proper working condition and meet the needs of staff. During the walkthrough, Topwater evaluated key factors including cleanliness, functionality, accessibility, and overall condition of the fixtures and infrastructure. The team took note of specific areas requiring attention, such as plumbing issues, outdated fixtures, and potential improvements.

Topwater provided a contract for services outlining the recommended renovations, upgrades, and repairs necessary to bring the restrooms to optimal standards. The renovation was budgeted for \$140,000 and the quote received is for \$127,088.87, the quote includes any mechanical, electrical and plumbing work required for the completion of the renovation. Staff recommends additional funds for the project be allocated as contingency. A full breakdown of the recommended contract award is reflected in the table below.

PD Restroom Remodel Budget Breakdown	
Element	Amount
Restroom Remodel (Topwater)	\$127,088.87
Contingency	\$12,911.13
Total Anticipated Expenditures	\$140,000

This item authorizes a contract with Topwater Construction Services, LLC for a total contract amount not-to-exceed \$140,000 through a TIPS-USA contract (Contract No. 211001).

Origination: Project Management

Recommendation:

Staff recommends approving a contract with Topwater Construction Services, LLC for a total contract amount not-to-exceed \$140,000 through a TIPS-USA contract (Contract No. 211001).

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: _____ No: _____ If yes, specify Account Number: #100-157-6406

If no, funds will be transferred from account # _____ To account # _____

Signed Meagan Mageo Approved by _____
Staff Member Date City Manager Date