



23-0046

**TITLE:** Consider/Discuss/Act on a Resolution Authorizing the City Manager to Execute a Professional Services Contract with Terracon Consultants, Inc., a Delaware Corporation, for Facility Condition Assessment Services

**COUNCIL GOAL:** Operational Excellence  
(2B: Balance available resources to accommodate the growth and maintenance needs of the City)

**MEETING DATE:** February 7, 2023

**DEPARTMENT:** Public Works

**CONTACT:** Ryan Gillingham, Director of Public Works

**RECOMMENDED CITY COUNCIL ACTION:**

- Approval of Resolution

**ITEM SUMMARY:**

- This Resolution authorizes the City Manager to execute a contract in the amount of \$292,754 with Terracon Consultants, Inc. for professional consulting services to perform a comprehensive facility conditions assessment for 66 City facilities, for a total aggregate contract amount, inclusive of any supplemental agreements, not to exceed \$360,000.

**BACKGROUND INFORMATION:**

- The City owns 120 buildings and structures that are used to support the daily operations and services provided to residents. The condition and reliability of these facilities and the associated components are important for the continuous delivery of critical services.
- The FY23 budget includes \$360,000 for the development of a comprehensive facility condition assessment for 66 City facilities at 36 different sites. The total square footage of floor area to be assessed is approximately 1.2 million.
- The goals of the facilities condition assessment are as follows:
  - Provide an assessment of the current conditions of critical building systems in the facilities and sites;
  - Identify and quantify facility conditions in terms of cyclical renewal needs

- and non-cyclical repairs and replacements; and
  - Develop a multi-year analysis and planning budget for preventative maintenance, deferred maintenance deficiencies and capital renewal replacement projects that protects the value of the assets.
- This data collection and analyses is intended to inform decision-making for long-term capital investments and maintenance planning.
- Terracon Consultants, Inc. has been selected because of their experience and qualifications by The Interlocal Purchasing System (TIPS) and the City will be utilizing the awarded TIPS contract 210602 as permitted by Chapter 791 of the Texas Government Code.
- The fee for these services is \$292,754, which includes a 10% discount for participation in the Interlocal Purchasing System (TIPS.)
- Pending approval of this item, work on this assessment would begin immediately with the final report expected in July 2023.

**FINANCIAL SUMMARY:**

- This Resolution authorizes a contract with Terracon, Inc. in an amount of \$292,754 for a total aggregate contract amount, inclusive of any supplemental agreements, in an amount not to exceed \$360,000.
- Funds for these services have been approved in account 032-4100-603-8516.

**BOARD OR COMMISSION RECOMMENDATION:**

- N/A

**SUPPORTING MATERIALS:**

[Resolution](#)  
[Contract](#)