

# Mayor and Council Communication

DATE: 09/01/20

M&C FILE NUMBER: M&C 20-0624

LOG NAME: 20TRAIL DRIVE APPROPRIATION

**SUBJECT**

(CD 9) Authorize Execution of Amendment No. 2 to the Professional Services Agreement with Dunaway Associates, LP, in an Amount Not to Exceed \$10,660.50 for a Revised Contract Amount of \$109,888.50 for the Trail Drive Extension Project, Adopt Appropriation Ordinance and Update the FY2020-2024 Capital Improvement Plan

**RECOMMENDATION:**

It is recommended that the City Council:

1. Authorize the execution of Amendment No. 2 to the professional services agreement with Dunaway Associates, LP, City Secretary Contract No. 50333, in an amount not to exceed \$10,660.50 for a revised contract amount of \$109,888.50; and
2. Adopt the attached appropriation ordinance adjusting the receipts and appropriations in the General Capital Projects fund by increasing receipts and appropriations in Trail Drive Extension project (City Project No. 100742) for additional project costs in the amount of \$13,000.00 and by decreasing receipts and appropriations in the Contract Street Maintenance project (City Project No. P00020) by the same amount.

**DISCUSSION:**

On March 5, 2018, a professional services agreement with Dunaway Associates, Inc was approved administratively in the amount of \$81,300.00 to provide construction staking and construction phase administration for the Trail Drive Extension project from University Drive to Lancaster Avenue. On December 21, 2018, Amendment No. 1 to the professional services agreement was administratively approved in the amount of \$17,928.00 for right-of-way (ROW) vacation and platting services.

This Amendment No. 2 is required to supplement the platting services which have required considerable more time and effort than anticipated. Amendment No. 1 included basic preliminary plat and final plat efforts, as it was assumed at that time that a full preliminary plat process would not be needed. A full preliminary plat review, however, was determined to be required which consumed the majority of funds originally allocated for that portion of Amendment 1, as well as significant coordination efforts to determine how the existing Fort Worth ISD right-of-way dedication by separate instrument is to be presented on the final plat.

Additional funds in the amount of \$13,000.00 are needed for project management, support services and contingencies to complete the outstanding activities and the project close out process.

The following table demonstrates the funding history for the project:

Fund	Existing Funding	Additional Funding	Project Total
30106 - Intergovernmental Contribution	\$2,800,000.00	\$0.00	\$2,800,000.00
30100 - General Capital Projects	\$1,444,597.00	\$13,000.00	\$1,457,597.00
34017 - Tax Note 2017	\$3,000,000.00	\$0.00	\$3,000,000.00
56002 - W&S Capital Projects	\$228,500.00	\$0.00	\$228,500.00
Project Total	<b>\$7,473,097.00</b>	<b>\$13,000.00</b>	<b>\$7,486,097.00</b>

Funding for this project was not included in the FY2020-2024 Capital Improvement Plan due to the project being scheduled to be completed in FY 2019. The additional funding for this project was initially appropriated for pay-as-you-go maintenance funding for Street Maintenance. However this appropriation will not defer any Street Maintenance funds as available residuals are being used to fund this project. The action in this M&C will update the FY2020-2024 Capital Improvement Plan.

This project is located in COUNCIL DISTRICT 9.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are currently available in the Contract Street Maintenance project within the General Capital Projects fund and upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the General Capital Projects fund for the Trail Drive Extension project to support the approval of the above recommendations and execution of the amendment. Prior to an expenditure being incurred, the Transportation & Public Works Department has the responsibility of verifying the availability of funds.

**Submitted for City Manager's Office by:** Dana Burghdoff 8018

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