

## Legislation Text

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**File #:** 21-701, **Version:** 2

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**PRESENTER:**

Garry Ford, Jr., Assistant Public Works Director/City Engineer

**SUBJECT:**

Discuss and consider approval for the City Manager to enter into a professional services agreement with Freese & Nichols, Inc. to update the City of New Braunfels Capital Improvement Plan.

**DEPARTMENT:** Public Works

**COUNCIL DISTRICTS IMPACTED:** Citywide

**BACKGROUND INFORMATION:**

The Capital Improvement Plan (CIP) is a community planning and fiscal management tool used to coordinate the timing and financing of city capital projects over a five-year period. The CIP was last updated in 2012 and staff is proposing a new update in preparation for a potential bond election in 2023.

A Request for Qualifications was issued on May 11, 2021 for professional services to support City staff in updating the CIP and preparing for a potential bond election. The City received three (3) responses and staff is recommending Freese and Nichols, Inc for the services based on qualifications and selection interviews.

The scope of services was developed in two phases. The first phase, Phase I, includes identifying capital needs by reviewing current plans, coordinating with stakeholders, and engaging the community. Capital projects will be developed with objectives, descriptions, and “high level” capital cost estimates for inclusion in the CIP. It is anticipated that capital projects will be developed for transportation, drainage, parks, and facilities supporting various city departments and community needs. The CIP will include a preliminary list of capital projects to be evaluated and prioritized by the Bond Advisory Committee and City Council.

Phase II will include conducting preliminary design to finalize the CIP through the Bond Advisory Committee and City Council. It will also identify projects and prepare for a potential bond election in 2023.

The proposed services agreement with Freese and Nichols, Inc is for Phase I for an amount not to exceed \$300,000. Phase II is identified as “additional services” and will be determined at the end of Phase I.

**ISSUE:**

Define Project Priorities and funding strategies Use a variety of funding sources for operational and capital needs.

**FISCAL IMPACT:**

The total cost for Phase I of professional services to update the CIP is \$300,000. Funding will be incorporated into the FY 2022 Proposed Budget to support the services as described above, therefore sufficient funds will be available.

**RECOMMENDATION:**

Staff recommends approval for the City Manager to enter into a professional services agreement with Freese & Nichols, Inc. to update the City of New Braunfels Capital Improvement Plan.