

## MEMORANDUM

**TO:** Claire Powell, City Manager

**FROM:** Chris McGinn, Director of Neighborhood & Inspection Services

**DATE:** July 6, 2026

**SUBJECT:** **Approval of a Bid Award for the Repair and/or Replacement of Residential Heating Ventilation and Cooling Systems Within Approved Residential Homeowner's Homes Enrolled in the Minor Housing Rehabilitation Program to Ridgewood Solutions, LLC in the Amount of \$131,197.50; and Authorization for the City Manager, or her Designee, to Execute the Agreement with Ridgewood Solutions LLC.**

### **BACKGROUND**

The City of Lewisville previously allocated a portion of Community Development Block Grant funding to serve households through the Minor Housing Rehabilitation Program ("Program"). The Program is designed to support low-to-moderate income Lewisville homeowners with Heating Venting and Cooling (HVAC) system upgrades, repairs, and replacements at no cost to the homeowner, to ensure long term livability and affordability in Lewisville homes.

The Program opened for resident applications on July 11, 2025, with an application closure date of August 10, 2025. Following staff hosting two informational sessions and five application assistance sessions during this application period, 18 applicants submitted applications for the Program. Staff reviewed project and participant eligibility during Fall 2025, 14 applicants were deemed eligible for the Program. Staff partnered with a local third-party HVAC provider during Winter 2026 to complete free Scope of Work evaluations of each homeowner's current HVAC system, or lack thereof, and recommend the required repairs, replacements, or upgrades in order to bring the home up to Lewisville's Health and Safety Code. Information provided by this third-party provider was utilized in the City of Lewisville's Request for Bid. The City of Lewisville hosted a Request for Bid and associated meetings in April-May 2026. Specifications for this request for bids were created in accordance with Texas Local Government Code Chapter 252.043

### **ANALYSIS**

On May 6, 2026, two (2) bids were received and opened for the completion of work within the Program. After evaluation of all bids received, the apparent low bid is Ridgewood Solutions, LLC, is recommended as the lowest, responsive, responsible bidder. The base bid is \$124,950.00, plus a five (5) percent contingency of \$6,247.50 for a total amount of \$131,197.50. The proposed cost is within the acceptable range for a project of this size and scope. Funding remains available in the Community Development Block Grant. Following approval of the bid award and

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execution of agreement, homeowner repairs, replacements, or upgrades on their HVAC systems through the Program will be scheduled to be completed beginning in July 2026.

**STAFF'S RECOMMENDATION**

That the City Council approve the award and authorize the City Manager, or her designee, to execute the agreement as set forth in the caption above.