

MEMORANDUM

TO: Claire Powell, City Manager

FROM: David Salmon, P.E., City Engineer

VIA: Jim Proce, ICMA-CM, Assistant City Manager

DATE: April 7, 2025

SUBJECT: **Approval of a Professional Services Agreement with Halff Associates, Inc., in the Amount of \$734,580 for Design Services Related to the Summit Avenue Complete Streets Project and Authorization for the City Manager, or Her Designee, to Execute the Agreement.**

BACKGROUND

A concept plan designed by Talley & Associates was presented by the developers of Norra Apartments and Heritage Trail Subdivision in 2019 to convert Summit Avenue, a standard four-lane divided Blvd. into a more pedestrian and bicycle friendly complete streets design. The concept plan suggested dropping a lane in each direction, adding parallel parking, enhanced sidewalks, landscaping, pedestrian lighting and street furniture. A subsequent traffic analysis was performed confirming that Summit Avenue did not need to be four lanes given future traffic needs. In late 2023, staff implemented a pilot project using paint striping and buttons reducing the street to one lane in each direction and providing parallel parking along both sides of the street. Since the original pilot project was implemented, staff has continued to monitor performance and has made additional minor changes to the design to provide better clarity to drivers. The City Council funded the final complete streets design in the 2024/25 budget. Staff has negotiated the subject professional services agreement (PSA) with Halff Associates in the amount of \$734,580 including a 5% contingency to include survey, design, right-of-way and construction services for Summit Avenue based on the Coy Talley concept plan.

ANALYSIS

City staff has negotiated a Professional Services Agreement with Halff & Associates, Inc. in the amount of \$699,600 plus a 5% contingency for a total cost of \$734,580 to include topographic surveys, subsurface utility exploration, preliminary and final designs, TxDOT permitting, right-of-way/easement preparation and acquisition (not significant), construction surveying, and other construction phase services. The project includes designing parallel parking, pavement markings, signage, enhanced sidewalks, crosswalks, ADA ramps, landscaping, street furniture, pedestrian lighting and illumination design. The construction cost is estimated at \$4,800,000. The negotiated fee is within the accepted range for this type and size of project. Design funding is available in Project G2501 Summit Traffic Calming/Landscape Design.

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CITY STAFF'S RECOMMENDATION

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