

## **MEMORANDUM**

**TO:** Claire Powell, City Manager

**VIA:** Aaron Russell, P.E., Director of Public Services

**FROM:** David H. Hunter, Assistant Director, Public Services

**DATE:** July 7, 2025

**SUBJECT:** **Approval of a Bid Award for an Annual Requirements Contract for Screening and Retaining Wall Maintenance to GFC Contracting, Carrollton, Texas, in the Estimated Amount of \$702,788; and Authorization for the City Manager, or Her Designee, to Execute the Contract.**

### **BACKGROUND**

Screening walls built around residential subdivisions not maintained by Homeowner Associations (HOA) become the property of the City of Lewisville. The Public Services Department currently maintains 60 screening walls within Lewisville and has been utilizing third-party contracts through interlocal agreements to maintain and repair these walls. Screening walls are constructed with a variety of materials and designs, necessitating a contract specifically written to address the diversity in construction types. To encourage bid participation, Public Services staff emailed the bid advertisement to contractors who had submitted bids for similar contracts in surrounding cities.

### **ANALYSIS**

On March 24, 2025, Two (2) bids were received and opened for the Annual Requirements Contract for Screening and Retaining Wall Maintenance. Specifications were created in accordance with Texas Local Government Code Chapter 252.43. After evaluation, one bid was deemed non-responsive. In view of this, GFC Contracting is recommended for award as the lowest responsive responsible bidder in the estimated amount of \$702,788. Their stated references were reviewed, and the company was found to have a record of completing similar projects satisfactorily and is subsequently recommended for award.

The proposed contract duration is one year, with the option to renew for three (3) additional one-year periods.

Funding for this work is available in the Screening Wall Capital Improvement Project.

### **CITY STAFF'S RECOMMENDATION**

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