

MEMORANDUM

TO: Claire Powell, City Manager

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

FROM: Ron Carson, Streets Manager

DATE: March 18, 2024

SUBJECT: **Approval of a Professional Services Agreement with Bartlett & West, Inc., Fort Worth, TX, in the Amount of \$59,995 for Professional Engineering Services for the Replacement of Headwalls on Marchant Place and Ridgeway Circle and Authorization for the City Manager, or Her Designee, to Execute the Agreement.**

BACKGROUND

The headwalls located at the creek crossings off Marchant Place and Ridgeway Circle are showing signs of structural damage and need to be replaced. The headwalls on Marchant Place were built in 2001 and the top portion of the downstream headwall has separated and fallen off into the creek while the upstream headwall is showing similar signs of distress. The headwalls on Ridgeway Circle were built in 1978 and have areas where the water has penetrated around the pipes, leading to the appearance of voids underneath the street. When these structural issues are detected, it is crucial to address them promptly as further deterioration could contribute to strength and integrity issues of the crossing itself.

ANALYSIS

Bartlett & West, Inc. has submitted a Professional Services Agreement in the amount of \$59,995 for the design of headwalls at the two locations to include removal, replacement, re-grading of the channel, riprap, and sidewalk or street repairs related to the failures.

Bartlett & West, Inc. was previously hired to design the retaining wall on Corporate Drive and worked closely with staff to resolve any issues that came up during construction. They completed that project in a satisfactory manner and staff has engaged with them again for the failures occurring at Marchant and Ridgeway.

Funding for the project is available in the Headwall Replacement Capital Improvement Project.

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.