

MEMORANDUM

TO: Donna Barron, City Manager

THROUGH: Brenda Martin, Finance Director

FROM: Todd White, Purchasing Manager

DATE: August 23, 2018

SUBJECT: **Approval of a Professional Services Agreement with Engineering Associates, Alvord, Texas, for Professional Engineering Services Related to the Sports Lighting System at Lake Park in the Amount of \$60,000; and Authorization for the City Manager to Execute the Agreement.**

BACKGROUND

The process of selecting an engineer is stated in the Texas Government Code Chapter 2254, *Professional and Consulting Services*. Engineers are to be selected on the basis of demonstrated competence and qualifications to perform the service.

ANALYSIS

Engineering Associates is a mechanical and electrical consulting engineering firm. They have provided sports lighting engineering services for many cities in the North Texas area. Based on their experience and qualifications, Engineering Associates is being recommended to receive this award.

RECOMMENDATION

That the City Council approve the agreement as set forth in the cation above; and authorize the City Manager to execute the agreement.