

NOTICE OF SPECIAL CITY COUNCIL MEETING - WORKSHOP CITY OF TOMBALL, TEXAS



**Monday, July 21, 2025
4:00 P.M.**

Notice is hereby given of a Workshop meeting of the Tomball City Council, to be held on Monday, July 21, 2025 at 4:00 P.M., City Hall, 401 Market Street, Tomball, Texas 77375, for the purpose of considering the following agenda items. All agenda items are subject to action. The Tomball City Council reserves the right to meet in a closed session for consultation with attorney on any agenda item should the need arise and if applicable pursuant to authorization by Title 5, Chapter 551, of the Texas Government Code.

The public toll-free dial-in numbers to participate in the telephonic meeting are any one of the following (dial by your location): +1 312 626 6799 US (Chicago); +1 646 876 9923 US (New York); +1 301 715 8592 US; +1 346 248 7799 US (Houston); +1 408 638 0968 US (San Jose); +1 669 900 6833 US (San Jose); or +1 253 215 8782 US (Tahoma) - Meeting ID: 883 5740 6083 Passcode: 286419. The public will be permitted to offer public comments telephonically, as provided by the agenda and as permitted by the presiding officer during the meeting.

- A. Call to Order
- B. Public Comments and Receipt of Petitions; *[At this time, anyone will be allowed to speak on any matter other than personnel matters or matters under litigation, for length of time not to exceed three minutes. No Council/Board discussion or action may take place on a matter until such matter has been placed on an agenda and posted in accordance with law - GC, 551.042.]*
- C. General Discussion
 - 1. The Tomball City Council and city staff will enter into a workshop session to discuss the Proposed Fiscal Year 2025-2026 Budget.
 - 2. Tomball Economic Development Corporation activity update.
- D. Proposed Future Agenda Items (To be discussed in order or at Councils discretion, time permitting)
 - 1. Workshop Discussion Only – Adopt, **on First and Only Reading**, Ordinance No. 2025-29, an Ordinance Approving and Authorizing the Issuance and Sale of the

City of Tomball Special Assessment Revenue Bonds, (Wood Leaf Reserve Public Improvement District Improvement Area #3); Approving and Authorizing an Indenture of Trust and First other Agreements and Documents in Connection Therewith; Making Findings with to the Issuance of Such Bonds; and Providing an Effective Date.

2. Workshop Discussion Only – Approve a professional services agreement with Teague Nall and Perkins, Inc. for engineering services related to the U.S. Department of Housing and Urban Development – Community Project Fund (CPF) grant related to the Carrell & Lovett Storm Sewer Improvements for an amount to be determined, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the services. These expenditures are to be paid from grant funds received from the U.S. Department of Housing and Urban Development – Community Project Fund.
3. Workshop Discussion Only – Approve a professional services agreement with AIG Technical Services, LLC for engineering services related to the U.S. Department of Housing and Urban Development – Community Project Fund (CPF) grant related to the N. Cherry Street Storm Sewer Improvements for an amount to be determined, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the services. These expenditures are to be paid from grant funds received from the U.S. Department of Housing and Urban Development – Community Project Fund.
4. Workshop Discussion Only – Approve a professional services agreement with Gradient Group for engineering services related to the U.S. Department of Housing and Urban Development – Community Project Fund (CPF) grant related to the S. Persimmon and Timkin Street Improvements for an amount to be determined, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the services. These expenditures are to be paid from grant funds received from the U.S. Department of Housing and Urban Development – Community Project Fund.
5. Workshop Discussion Only – Approve an agreement with Hayden Paving, Inc. to complete asphalt repairs throughout Sherwood Forest and along Agg Road, through a BuyBoard Contract (Contract No. 700-23) for a not-to-exceed amount of \$74,800.23, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchase. This expenditure is included in the Fiscal Year 2024-2025 budget.

E. Adjournment

C E R T I F I C A T I O N

I hereby certify that the above notice of meeting was posted on the bulletin board of City Hall, City of Tomball, Texas, a place readily accessible to the general public at all times, on the 18th day of July 2025 by 5:00 P.M., and remained posted for at least 72 continuous hours preceding the scheduled time of said meeting.

Thomas Harris III, TRMC
City Secretary

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations or interpretive services must be made 48 hours prior to this meeting. Please contact the City Secretary's office at (281) 290-1019 for further information.

City Council Meeting Agenda Item Data Sheet

Meeting Date: July 21, 2025

Topic:

The Tomball City Council and city staff will enter into a workshop session to discuss the Proposed Fiscal Year 2025-2026 Budget.

Background:

This is the First budget hearing to discuss the FY2025 – 2026 proposed budget.

Origination: Finance Department

Recommendation:

N/A

Party(ies) responsible for placing this item on agenda: Bragg Farmer, Finance Director

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: # _____

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: Bragg Farmer 07.14.25 **Approved by:** _____
Staff Member Date City Manager Date

City Council Meeting Agenda Item Data Sheet

Meeting Date: July 21, 2025

Topic:

Tomball Economic Development Corporation activity update.

Background:

Origination: Kelly Violette, Executive Director, Tomball Economic Development Corporation

Recommendation:

Discussion item only; no action required.

Party(ies) responsible for placing this item on agenda: Kelly Violette

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: # _____

If no, funds will be transferred from account # _____ To account # _____

Signed	<u>Kelly Violette</u>	Approved by	_____
	Executive Director-TEDC		City Manager
	Date		Date

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: July 21, 2025

Topic:

Workshop Discussion Only – Adopt, **on First and Only Reading**, Ordinance No. 2025-29, an Ordinance Approving and Authorizing the Issuance and Sale of the City of Tomball Special Assessment Revenue Bonds, (Wood Leaf Reserve Public Improvement District Improvement Area #3); Approving and Authorizing an Indenture of Trust and First other Agreements and Documents in Connection Therewith; Making Findings with to the Issuance of Such Bonds; and Providing an Effective Date.

Background:

Pursuant to Chapter 372 of the Local Government Code, Ordinance No. 2025-29 will be adopted on **First and Only Reading**, for the issuance and sale of Special Assessment Revenue Bonds for Wood Leaf Reserve, Public Improvement District 11, Improvement Area 3. The Ordinance will also approve and authorize an Indenture of Trust and agreement connected to the sale of bonds.

Origination: Project Management

Recommendation:

Adopt Ordinance No. 2025-29 on **First and Only Reading**, approving and authorizing the issuance and sale of the City of Tomball Special Assessment Revenue Bonds for Wood Leaf Reserve, Public Improvement District 11, Improvement Area 3.

Party(ies) responsible for placing this item on agenda: Meagan Mageo, Project Manager

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: _____ No: _____ If yes, specify Account Number: # _____

If no, funds will be transferred from account # _____ To account # _____

Signed	<u>Meagan Mageo</u>	Approved by	_____
	Staff Member		City Manager
	Date		Date

ORDINANCE NO. 2025-29

AN ORDINANCE APPROVING AND AUTHORIZING THE ISSUANCE AND SALE OF THE CITY OF TOMBALL, TEXAS SPECIAL ASSESSMENT REVENUE BONDS, SERIES 2025 (WOOD LEAF RESERVE PUBLIC IMPROVEMENT DISTRICT IMPROVEMENT AREA #3 PROJECT); APPROVING AND AUTHORIZING AN INDENTURE OF TRUST AND OTHER AGREEMENTS AND DOCUMENTS IN CONNECTION THEREWITH; MAKING FINDINGS WITH RESPECT TO THE ISSUANCE OF SUCH BONDS; AND PROVIDING AN EFFECTIVE DATE.

* * * * *

WHEREAS, the City of Tomball, Texas (the “City”), pursuant to and in accordance with the terms, provisions and requirements of the Public Improvement District Assessment Act, Subchapter A Chapter 372, Texas Local Government Code (the “PID Act”), has previously established the Wood Leaf Reserve Public Improvement District (the “District”), pursuant to a Resolution adopted by the City Council of the City (the “City Council”) on January 18, 2021; and

WHEREAS, pursuant to the PID Act, the City Council published notice and held a public hearing on July 21, 2025, regarding the levy of special assessments on property within Improvement Area #3 of the District, and

WHEREAS, after the conduct of such public hearing and on second reading adopted an Ordinance (the “Assessment Ordinance”) on August 4, 2025; and

WHEREAS, in the Assessment Ordinance, the City Council approved and accepted the Service and Assessment Plan (as defined and described in the Assessment Ordinance, the “Service and Assessment Plan”) relating to the District and levied assessments against the Improvement Area #3 Assessed Property within Improvement Area #3 of the District (the “Improvement Area #3 Assessments”), as set forth on the Improvement Area #3 Assessment Roll. Capitalized terms used in this preamble and not otherwise defined shall have the meaning assigned thereto in the Service and Assessment Plan; and

WHEREAS, the City is authorized by the PID Act to issue its revenue bonds, the City of Tomball, Texas Special Assessment Revenue Bonds, Series 2025 (Woodleaf Reserve Public Improvement District Improvement Area #3 Project), (the “Bonds”) payable from the Improvement Area #3 Assessments on Improvement Area #3 Assessed Property in Improvement Area #3 of the District for the purposes of (i) paying or reimbursing the costs of the Improvement Area #3 Projects identified in the Service and Assessment Plan, (ii) funding the Bond Reserve Account of the Reserve Fund, (iv) funding a portion of the Delinquency and Prepayment Reserve Account of the Reserve Fund, (v) paying capitalized interest on the Bonds, and (vi) paying the costs of issuing the Bonds; and

WHEREAS, the City Council has found and determined to (i) approve the issuance of the Bonds to finance the Improvement Area #3 Projects identified in the Service and Assessment Plan on the terms described herein and in the Indenture (as defined herein), and (ii) approve the form, terms and provisions of the Indenture; and

WHEREAS, the meeting at which this Ordinance is considered is open to the public as required by law, and the public notice of the time, place and purpose of said meeting was given as required by Chapter 551, Texas Government Code, as amended;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF TOMBALL, TEXAS, THAT:

Section 1. Findings. The findings and determinations set forth in the preamble hereof are hereby incorporated by reference for all purposes as if set forth in full herein.

Section 2. Defined Terms. Capitalized terms not otherwise defined herein shall have the meaning ascribed to in the Indenture.

Section 3. Approval of Issuance of Bonds and Indenture of Trust. The issuance of Bonds for the purpose of providing funds for (i) paying or reimbursing the costs of the Improvement Area #3 Projects identified in the Service and Assessment Plan, (ii) funding the Bond Reserve Account of the Reserve Fund, (iv) funding a portion of the Delinquency and Prepayment Reserve Account of the Reserve Fund, (v) paying capitalized interest on the Bonds, and (vi) paying the costs of issuing the Bonds, are hereby authorized and approved.

- (a) The Bonds shall be issued and secured under that certain Indenture of Trust dated August 1, 2025 by and between the City and Wilmington Trust, National Association, as trustee (the “Indenture”). Such Indenture is hereby approved in the substantially final form presented at this meeting, with such changes as may be necessary or desirable to carry out the intent of this Ordinance and as approved by the Mayor of the City, such approval to be evidenced by the execution and delivery of the Indenture. The Mayor of the City is hereby authorized and directed to execute the Indenture and the City Secretary is hereby authorized and directed to attest such signature of the Mayor.
- (b) The Bonds issued pursuant to the Indenture shall be dated, shall mature on the date or dates and in the principal amounts, shall bear interest, shall be subject to redemption and shall have such other terms and provisions as set forth the Indenture. The Bonds shall be in substantially the form set forth in the Indenture with such insertions, omissions and modifications as may be required to conform the form of bond to the actual terms of the Bonds. The Bonds shall be payable from and secured solely by the Improvement Area #3 Assessments levied on the Improvement Area #3 Assessed Property for the Improvement Area #3 Projects, as set forth in the Service and Assessment Plan and other assets of the “Trust Estate” pledged to such Bonds and shall never be payable from ad valorem taxes.

Section 4. Sale of Bonds. The Bonds shall be sold to FMSbonds, Inc. (the “Underwriter”) at the price and on the terms and provisions set forth in that certain Bond Purchase Agreement (the “Bond Purchase Agreement”), dated the date hereof, between the City and the Underwriter. The form, terms and provisions of the Bond Purchase Agreement are hereby authorized and approved, and the Mayor of the City is hereby authorized and directed to execute and deliver the Bond Purchase Agreement. It is hereby officially found, determined and declared that the terms of this sale are the most advantageous reasonably obtainable.

Section 5. Limited Offering Memorandum. The form and substance of the Preliminary Limited Offering Memorandum for the Bonds and any addenda, supplement or amendment thereto presented to and considered by the City Council are hereby in all respects approved and adopted. The City hereby authorizes the preparation of a final Limited Offering Memorandum reflecting the terms of the Bond Purchase Agreement and other relevant information. The Limited Offering Memorandum as thus approved and delivered, with such appropriate variations as shall be approved by the City Manager and the Underwriter, may be used by the Underwriter in the offering and sale of the Bonds, and the Preliminary Limited Offering Memorandum is hereby deemed final as of its date (except for the omission of pricing and related information) within the meaning and for the purposes of paragraph (b)(1) of Rule 15c2-12 under the Securities Exchange Act of 1934, as amended. The City Secretary is hereby authorized and directed to include and maintain a copy of the Preliminary Limited Offering Memorandum and Limited Offering Memorandum and any addenda, supplement or amendment thereto thus approved among the permanent records of this meeting. The use and distribution of the Preliminary Limited Offering Memorandum in the offering of the Bonds is hereby ratified, approved and confirmed. Notwithstanding the execution, approval and delivery of such Preliminary Limited Offering Memorandum and Limited Offering Memorandum by the Mayor, the Mayor and this City Council are not responsible for and proclaim no specific knowledge of the information contained in the Preliminary Limited Offering Memorandum and Limited Offering Memorandum pertaining to the Development, the construction of the Improvement Area #3 Projects, the Developer (as defined in the Limited Offering Memorandum) or its financial ability, the homebuilders, or the landowners.

Section 6. Continuing Disclosure Agreement. The form, terms and provisions of that certain Continuing Disclosure Agreement (the “Continuing Disclosure Agreement” dated as of September 1, 2025 among the City, HTS Continuing Disclosure Services, a division of Hilltop Securities, Inc. and P3Works, LLC is hereby authorized and approved in substantially final form presented at this meeting and the Mayor of the City is hereby authorized and directed to execute and deliver such Continuing Disclosure Agreement with such changes as may be required to carry out the purpose of this Ordinance and approved by the Mayor, such approval to be evidenced by the execution thereof, the Mayor’s signature on the Continuing Disclosure Agreement may be attested by the City Secretary.

Section 7. Additional Actions. The Mayor, the City Manager and each other officer, employee and agent of the City are hereby authorized and directed to take any and all actions on behalf of the City necessary or desirable to carry out the intent and purposes of this Ordinance and to issue the Bonds in accordance with the terms of this Ordinance, including the making of modifications to this Ordinance and the Indenture as necessary to obtain approval of the Bonds by the Attorney General of the State, the Mayor, the City Manager and each other officer, employee and agent of the City are hereby authorized and directed to execute and deliver any and all certificates, agreements, notices, instruction letters, requisitions, and other documents which may be necessary or advisable in connection with the sale, issuance and delivery of the Bonds and the carrying out of the purposes and intent of this Ordinance, including any required consents relating to land transfers. Further, in connection with the submission of the record of proceedings for the Bonds to the Attorney General of the State of Texas for examination and approval of such Bonds, the appropriate officer of the City is hereby authorized and directed to issue a check of the City

payable to the Attorney General of the State of Texas as a nonrefundable examination fee in the amount required by Chapter 1202, Texas Government Code (such amount not to exceed \$9,500).

Section 8. Effective Date. This Ordinance shall take effect immediately upon its adoption by the City Council of the City.

FIRST AND ONLY READING:

READ, PASSED AND APPROVED AS SET OUT BELOW AT THE MEETING OF THE CITY COUNCIL OF THE CITY OF TOMBALL HELD ON THE 4TH DAY OF AUGUST 2025.

COUNCILMAN FORD	_____
COUNCILMAN GARCIA	_____
COUNCILMAN DUNAGIN	_____
COUNCILMAN COVINGTON	_____
COUNCILMAN PARR	_____

Lori Klein Quinn, Mayor

ATTEST:

Thomas Harris III, City Secretary

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: July 21, 2025

Topic:

Workshop Discussion Only – Approve a professional services agreement with Teague Nall and Perkins, Inc. for engineering services related to the U.S. Department of Housing and Urban Development – Community Project Fund (CPF) grant related to the Carrell & Lovett Storm Sewer Improvements for an amount to be determined, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the services. These expenditures are to be paid from grant funds received from the U.S. Department of Housing and Urban Development – Community Project Fund.

Background:

In accordance with the terms and conditions of the Community Project Fund grant and 2 CFR 200 regulations, staff advertised a Request for Qualifications for engineering services for the design of the storm sewer improvements for Carrell Street and Lovett Street (HUD Award B-24-CP-TX-2139).

Staff received eight (8) sealed responses from qualified firms. Scoring was completed by a committee to determine the most qualified firm to complete the work. Following scoring, interviews were conducted with top three scoring firms. Staff entered into contract negotiations with Teague Nall and Perkins, Inc. (TNP) to complete the design for the identified project.

Staff is recommending awarding a professional services agreement to TNP for professional engineering services related to the CPF grant – Carrell & Lovett Street Storm Sewer Improvements. Staff is currently working with TNP to develop the full scope of work and cost proposal to submit to City Council for contract approval at the August 4 City Council meeting. Fees for engineering services will be paid from grant funds. A breakdown of the project cost is reflected in the table below.

Community Project Fund (CPF) Grant Carrell & Lovett Storm Sewer Improvements (B-24-CP-TX-2139)		
Element	Contract Amount	Remaining Contract
Grant Administration – GrantWorks	\$84,200	\$84,200
Professional Engineering – TNP	PENDING	N/A
Project Budget \$2,000,000	Total Contracts \$84,200	Remaining Funding \$1,915,800

Origination: Project Management

Recommendation:

Staff recommends approving a professional services agreement with Teague Nall and Perkins, Inc. for professional engineering services related to the Community Project Fund (CPF) grant for Carrell & Lovett Storm Sewer Improvements for a not-to-exceed to be determined.

Party(ies) responsible for placing this item on agenda: Meagan Mageo

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X No:

If yes, specify Account Number: #400-154-6409

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: Meagan Mageo **Approved by:** _____
 Staff Member Date City Manager Date

RFQ for Professional Engineering Services CFP Committee Scoring Summary								
Evaluator	Submitting Firms							
	Baxter & Woodman	GET	TNP	CMT	AIG	OTHON	Gradient Group	Strand Associates
Evaluator One	80	72	79	47.5	87	47.5	94	80
Evaluator Two	74	65	76	70	86	63	89	73
Evaluator Three	85	88	87	78	98	84	96	85
Total	239	225	242	195.5	271	194.5	279	238
Average	80	75	81	65	90	65	93	79

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: July 21, 2025

Topic:

Workshop Discussion Only – Approve a professional services agreement with AIG Technical Services, LLC for engineering services related to the U.S. Department of Housing and Urban Development – Community Project Fund (CPF) grant related to the N. Cherry Street Storm Sewer Improvements for an amount to be determined, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the services. These expenditures are to be paid from grant funds received from the U.S. Department of Housing and Urban Development – Community Project Fund.

Background:

In accordance with the terms and conditions of the Community Project Fund grant and 2 CFR 200 regulations, staff advertised a Request for Qualifications for engineering services for the design of the storm sewer improvements for N. Cherry Street (HUD Award B-24-CP-TX-2141).

Staff received eight (8) sealed responses from qualified firms. Scoring was completed by a committee to determine the most qualified firm to complete the work. Following scoring, interviews were conducted with top three scoring firms. Staff entered into contract negotiations with AIG Technical Services, LLC (AIG) to complete the design for the identified project.

Staff is recommending awarding a professional services agreement to AIG for professional engineering services related to the CPF grant – N. Cherry Street Storm Sewer Improvements. Staff is currently working with AIG to develop the full scope of work and cost proposal to submit to City Council for contract approval at the August 4 City Council meeting. Fees for engineering services will be paid from grant funds. A breakdown of the project cost is reflected in the table below.

Community Project Fund (CPF) Grant Carrell & Lovett Storm Sewer Improvements (B-24-CP-TX-2139)		
Element	Contract Amount	Remaining Contract
Grant Administration – GrantWorks	\$84,200	\$84,200
Professional Engineering – AIG	PENDING	N/A
Project Budget \$2,000,000	Total Contracts \$84,200	Remaining Funding \$1,915,800

Origination: Project Management

Recommendation:

Staff recommends approving a professional services agreement with AIG Technical Services, LLC for professional engineering services related to the Community Project Fund (CPF) grant for N. Cherry Street Storm Sewer Improvements for a not-to-exceed to be determined.

Party(ies) responsible for placing this item on agenda: Meagan Mageo

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X No:

If yes, specify Account Number: #400-154-6409

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: Meagan Mageo **Approved by:** _____
 Staff Member Date City Manager Date

RFQ for Professional Engineering Services CFP Committee Scoring Summary								
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	Baxter & Woodman	GET	TNP	CMT	AIG	OTHON	Gradient Group	Strand Associates
Evaluator One	80	72	79	47.5	87	47.5	94	80
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Average	80	75	81	65	90	65	93	79

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: July 21, 2025

Topic:

Workshop Discussion Only – Approve a professional services agreement with Gradient Group for engineering services related to the U.S. Department of Housing and Urban Development – Community Project Fund (CPF) grant related to the S. Persimmon and Timkin Street Improvements for an amount to be determined, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the services. These expenditures are to be paid from grant funds received from the U.S. Department of Housing and Urban Development – Community Project Fund.

Background:

In accordance with the terms and conditions of the Community Project Fund grant and 2 CFR 200 regulations, staff advertised a Request for Qualifications for engineering services for the design of the street improvements for S. Persimmon and Timkin Street (HUD Award B-24-CP-TX-2140).

Staff received eight (8) sealed responses from qualified firms. Scoring was completed by a committee to determine the most qualified firm to complete the work. Following scoring, interviews were conducted with top three scoring firms. Staff entered into contract negotiations with Gradient Group to complete the design for the identified project.

Staff is recommending awarding a professional services agreement to Gradient for professional engineering services related to the CPF grant – S. Persimmon and Timkin Street Improvements. Staff is currently working with Gradient to develop the full scope of work and cost proposal to submit to City Council for contract approval at the August 4 City Council meeting. Fees for engineering services will be paid from grant funds. A breakdown of the project cost is reflected in the table below.

Community Project Fund (CPF) Grant Carrell & Lovett Storm Sewer Improvements (B-24-CP-TX-2139)		
Element	Contract Amount	Remaining Contract
Grant Administration – GrantWorks	\$126,300	\$126,300
Professional Engineering – Gradient Group	PENDING	N/A
Project Budget \$3,000,000	Total Contracts \$126,300	Remaining Funding \$2,873,700

*Construction is an estimate only from the Drainage Master Plan

Origination: Project Management

Recommendation:

Staff recommends approving a professional services agreement with Gradient Group for professional engineering services related to the Community Project Fund (CPF) grant for S. Persimmon and Timkin Street Improvements for a not-to-exceed to be determined.

Party(ies) responsible for placing this item on agenda: Meagan Mageo

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X No:

If yes, specify Account Number: #400-154-6409

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: Meagan Mageo **Approved by:** _____
 Staff Member Date City Manager Date

RFQ for Professional Engineering Services CFP Committee Scoring Summary								
Evaluator	Submitting Firms							
	Baxter & Woodman	GET	TNP	CMT	AIG	OTHON	Gradient Group	Strand Associates
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Average	80	75	81	65	90	65	93	79

City Council Meeting

Agenda Item

Data Sheet

Meeting Date: July 21, 2025

Topic:

Workshop Discussion Only – Approve an agreement with Hayden Paving, Inc. to complete asphalt repairs throughout Sherwood Forest and along Agg Road, through a BuyBoard Contract (Contract No. 700-23) for a not-to-exceed amount of \$74,800.23, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchase. This expenditure is included in the Fiscal Year 2024-2025 budget.

Background:

Staff completed evaluations of asphalt failures and defects throughout Sherwood Forest and along Agg Road (eastbound lane near the railroad tracks) with the selected contractor, Hayden Paving. These evaluations determined that asphalt repairs were needed to improve the roads and provide safe vehicular travel.

Staff is recommending awarding an agreement to Hayden Paving, Inc to complete the needed asphalt repairs for a total amount not-to-exceed of \$74,800.23. Repairs will be completed prior to the end of the fiscal year.

Origination: Public Works

Recommendation:

Staff recommends approving an agreement with Hayden Paving, Inc. to complete asphalt repairs throughout Sherwood Forest for a not-to-exceed of \$74,800.23.

Party(ies) responsible for placing this item on agenda: Drew Huffman, Public Works Director

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X No: _____

If yes, specify Account Number: #100-154-6207

If no, funds will be transferred from account: # _____ To Account: # _____

Signed: Meagan Mageo **Approved by:** _____
Staff Member Date City Manager Date



HAYDEN PAVING, INC.

4710 Windsong Trail, Houston, TX 77084 O: 281-855-7710 F: 281-856-2506

Quotation

Estimate Name: City of Tomball Sherwood Forrest

Quote Number:36712

Quote Date:07/14/2025

Quoted By: Michael Henry

Quoted to: City of Tomball Public Works

Phone:(281) -290-1411

Contact: Justin Pruitt

Good Through: 8/14/25

Job Location: Sherwood Forrest Subdivision Various Roads and Agg Road, Tomball, TX 77375

Bid Item Code	Description	Quan	Unit	Unit Price	Ext Price
1	Mobilization	1.00	LS	\$16,884.79	\$16,884.79
2	Surface Demo	7,884.00	SF	\$ 2.51	\$19,788.84
3	Surface Asphalt	7,884.00	SF	\$ 3.65	\$28,776.60
4	Crack fill	5,000.000	LF	\$ 1.87	\$9,350.00
Grand Total:					\$74,800.23

Notes

1. Price is subject to change due to any freight increases, liquid asphalt increases, and fuel surcharges incurred.
2. Hayden Paving shall not warranty asphalt failures caused by sub-grade or base failures where asphalt is placed on existing sub-grade, base or asphalt surface which was not installed by Hayden Paving.
3. Asphalt paving industry recommended grade for proper drainage of asphalt surfaces is 2%. Designed grades of less than 1.5% will increase the chances of water ponding. Hayden Paving shall not guaran
4. **BUYBOARD #: 700-23**
5. Engineering layout, offset stakes and string line elevation control costs are not included in this quotation. This quote is based upon the assumption that elevations shall be controlled by existing conditions.
6. This proposal is good for 30 day from the date of submission.
7. This quotation is based upon area measurements provided by the customer. If the actual area is larger than the quoted area the final billing will reflect the necessary changes.



HAYDEN PAVING, INC.

4710 Windsong Trail, Houston, TX 77084 O: 281-855-7710 F: 281-856-2506

8. This quotation is based upon the assumption the area for proposed work is free of obstacles which prohibit the use of standard earth moving equipment.

Exclusions

- Exclusions
- Permit Costs
- Payment & Performance Bonds
- Engineering
- Layout
- Water Purchase
- Construction Entrance
- Silt Fence or Inlet Protection
- Erosion or Sediment Control
- Tree Protection
- Hydromulching
- Sod
- Grading Associated with ingress & egress
- Testing or Coring

"20 Years Experience"

Acceptance of proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. Hayden Paving, Inc is authorized to do the work as specified. Payment will be made as described by payment terms listed above. Hayden Paving, Inc. reserves the right to repossess any material that is not paid in full within 90 days of the job completion.

Signature _____

Date _____

Print Name _____