

CITY OF FULSHEAR

“FIND YOUR FUTURE IN FULSHEAR”

30603 FM 1093 WEST/ PO Box 279 ~ FULSHEAR, TEXAS 77441

PHONE: 281-346-1796 ~ FAX: 281-346-2556

www.FulshearTexas.gov

CITY COUNCIL:

MAYOR: Aaron Groff

MAYOR PRO-TEM: Kaye Kahlich

COUNCIL MEMBER: Kent Pool

COUNCIL MEMBER: Kevin White

COUNCIL MEMBER: Debra Cates

COUNCIL MEMBER: Lisa Martin

COUNCIL MEMBER: Joel
Patterson

COUNCIL MEMBER: John Kelly

STAFF:

CITY MANAGER: Jack Harper

CITY SECRETARY: Kimberly
Kopecky

CITY ATTORNEY: J. Grady Randle

SPECIAL CITY COUNCIL MEETING

October 15, 2019

NOTICE IS HEREBY GIVEN OF A SPECIAL CITY COUNCIL MEETING OF THE CITY OF FULSHEAR TO BE HELD ON **Tuesday, October 15, 2019 AT 5:30 PM** IN IRENE STERN COMMUNITY CENTER, 6920 KATY FULSHEAR ROAD, FULSHEAR, TEXAS FOR CONSIDERING THE FOLLOWING ITEMS. THE CITY COUNCIL RESERVES THE RIGHT TO ADJOURN INTO EXECUTIVE SESSION AT ANY TIME DURING THE COURSE OF THIS MEETING TO DISCUSS ANY MATTERS LISTED ON THE AGENDA, AS AUTHORIZED BY THE TEXAS GOVERNMENT CODE, INCLUDING, BUT NOT LIMITED TO, SECTIONS 551.071 (CONSULTATION WITH ATTORNEY), 551.072 (DELIBERATIONS ABOUT REAL PROPERTY), 551.073 (DELIBERATIONS ABOUT GIFTS AND DONATIONS), 551.074 (PERSONNEL MATTERS), 551.076 (DELIBERATIONS ABOUT SECURITY DEVICES), 551.087 (ECONOMIC DEVELOPMENT), 418.175.183 (DELIBERATIONS ABOUT HOMELAND SECURITY ISSUES) AND AS AUTHORIZED BY THE TEXAS TAX CODE, INCLUDING, BUT NOT LIMITED TO, SECTION 321.3022 (SALES TAX INFORMATION).

"Incidental Meeting Notice: A quorum of the City of Fulshear City Council, Planning and Zoning Commission, City of Fulshear Development Corporation (Type A), Fulshear Development Corporation (Type B), Parks and Recreation Commission, Historic Preservation and Museum Commission, Zoning Board of Adjustment, or any or all of these, may be in attendance at the meeting specified in the foregoing notice, which attendance may constitute a meeting of such governmental body or bodies as defined by the Texas Open Meetings Act, Chapter 551, Texas Government Code.

Therefore, in addition to the foregoing notice, notice is hereby given of a meeting of each of the above-named governmental bodies, the date, hour, place, and subject of which is the same as specified in the foregoing notice."

I. CALL TO ORDER

II. QUORUM AND ROLL CALL

III. CITIZEN'S COMMENTS

THIS IS AN OPPORTUNITY FOR CITIZENS TO SPEAK TO COUNCIL RELATING TO AGENDA AND NON-AGENDA ITEMS. SPEAKERS ARE ADVISED THAT COMMENTS CANNOT BE RECEIVED ON MATTERS WHICH ARE THE SUBJECT OF A PUBLIC HEARING ONCE THE HEARING HAS BEEN CLOSED. SPEAKERS ARE REQUIRED TO REGISTER IN ADVANCE AND MUST LIMIT THEIR COMMENTS TO THREE (3) MINUTES.

IV. BUSINESS

- A. CONSIDERATION AND POSSIBLE ACTION REGARDING A PROPOSAL FOR THE USE OF THE SECTION HOUSE AND DETERMINATION OF NEXT STEPS FOR THE PROJECT**
- B. CONSIDERATION AND POSSIBLE ACTION TO AWARD A CONTRACT TO GARZA SITE DEVELOPMENT FOR PHASE 1 OF PRIMROSE PARK CONSTRUCTION**
- C. PRESENTATION AND POSSIBLE ACTION REGARDING PROPOSED PLANNING SERVICES FROM VERDUNITY, INC.**

V. EXECUTIVE SESSION

- A. EXECUTIVE SESSION- PURSUANT TO SECTION 551.071 OF THE TEXAS OPEN MEETINGS ACT (CHAPTER 551, GOVERNMENT CODE), CONSULT WITH THE CITY ATTORNEY ON A MATTER IN WHICH THE DUTY OF THE ATTORNEY TO THE GOVERNING BODY UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS CLEARLY CONFLICTS WITH THE TEXAS OPEN MEETINGS ACT; PURSUANT TO SECTION 551.072 OF THE TEXAS OPEN MEETINGS ACT, DELIBERATE CONCERNING THE PURCHASE, EXCHANGE, LEASE, OR VALUE OF REAL PROPERTY; AND PURSUANT TO SECTION 551.087 OF THE TEXAS OPEN MEETINGS ACT, DISCUSS OR DELIBERATE REGARDING COMMERCIAL OR FINANCIAL INFORMATION THAT THE GOVERNMENTAL BODY HAS RECEIVED FROM A BUSINESS PROSPECT THAT THE GOVERNMENTAL BODY SEEKS TO HAVE LOCATE, STAY, OR EXPAND IN OR NEAR THE TERRITORY OF THE GOVERNMENTAL BODY AND WITH WHICH THE GOVERNMENTAL BODY IS CONDUCTING ECONOMIC DEVELOPMENT NEGOTIATIONS OR TO DELIBERATE THE OFFER OF A FINANCIAL OR OTHER INCENTIVE TO A BUSINESS PROSPECT OR BOTH.**

VI. ACTION FROM EXECUTIVE SESSION

- A. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A RESOLUTION REGARDING A CHAPTER 380 ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BETWEEN THE CITY OF FULSHEAR, TEXAS AND THOMAS BLACKBURN REGARDING PROPOSED DEVELOPMENT ACTIVITIES AND CONVEYANCE OF REAL PROPERTY**
- B. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A DEVELOPMENT**

AGREEMENT BETWEEN THE CITY OF FULSHEAR, TEXAS AND THOMAS BLACKBURN.

- C. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A RESOLUTION REGARDING A CHAPTER 380 ECONOMIC DEVELOPMENT INCENTIVE AGREEMENT BETWEEN THE CITY OF FULSHEAR, TEXAS AND WSS-15 FULSHEAR MARKETPLACE LLC REGARDING PROPOSED DEVELOPMENT ACTIVITIES AND CONVEYANCE OF REAL PROPERTY**
- D. CONSIDERATION AND POSSIBLE ACTION TO APPROVE A DEVELOPMENT AGREEMENT BETWEEN THE CITY OF FULSHEAR, TEXAS AND WSS-15 FULSHEAR MARKETPLACE LLC**

VII. ADJOURNMENT

NOTE: IN COMPLIANCE WITH THE AMERICAN WITH DISABILITIES ACT, THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS OR INTERPRETIVE SERVICE MUST BE MADE AT LEAST 48 BUSINESS HOURS PRIOR TO THIS MEETING. PLEASE CONTACT THE CITY SECRETARY'S OFFICE AT 281-346-1796 FOR FURTHER INFORMATION.

I, KIMBERLY KOPECKY, CITY SECRETARY OF THE CITY, DO HEREBY CERTIFY THAT THE ABOVE NOTICE OF MEETING AND AGENDA FOR THE CITY COUNCIL OF THE CITY OF FULSHEAR, TEXAS WAS POSTED ON THURSDAY, OCTOBER 10, 2019 BY 5:00 PM IN PLACE CONVENIENT AND READILY ACCESSIBLE AT ALL TIMES TO THE GENERAL PUBLIC, IN COMPLIANCE WITH CHAPTER 551, TEXAS GOVERNMENT CODE.

KIMBERLY KOPECKY, CITY SECRETARY

**AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF FULSHEAR, TEXAS**

AGENDA OF: 10/15/2019

ITEMS: IV.A.

**DATE
SUBMITTED:** 10/9/2019

DEPARTMENT: Administration

PREPARED BY: Kayla Villagomez/HPMC Members **PRESENTER:** HPMC Members/Kayla Villagomez

SUBJECT: CONSIDERATION AND POSSIBLE ACTION REGARDING A PROPOSAL FOR THE USE OF THE SECTION HOUSE AND DETERMINATION OF NEXT STEPS FOR THE PROJECT

Expenditure Required:

Amount Budgeted:

Funding Account:

Additional Appropriation Required:

Funding Account:

EXECUTIVE SUMMARY

During the City Council meeting held on September 17, 2019, Council granted an extension to the HPMC regarding the Section House.

This extension was to allow the HPMC time to develop a proposal for the preservation/use of the Section House. The HPMC held several special meetings to create a proposal.

HPMC member Susie Howey will present the proposal to City Council.

RECOMMENDATION

City Staff would recommend Council review the proposal presented and provide direction to Staff on the next steps for the Section House project.

**AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF FULSHEAR, TEXAS**

AGENDA OF: 10/15/2019

ITEMS: IV.B.

**DATE
SUBMITTED:** 10/3/2019

DEPARTMENT: Administration

PREPARED BY: Brant Gary, Assistant City Manager **PRESENTER:** Brant Gary, Assistant City Manager

SUBJECT: CONSIDERATION AND POSSIBLE ACTION TO AWARD A CONTRACT TO GARZA SITE DEVELOPMENT FOR PHASE 1 OF PRIMROSE PARK CONSTRUCTION

Expenditure Required: \$174,309.35

Amount Budgeted: \$1,000,000

Funding Account: 200-5-000-5850-01 (FPT19A-P&P MP Implementation)

Additional Appropriation Required:

Funding Account:

EXECUTIVE SUMMARY

As identified in the Parks & Pathways Master Plan, the development of Primrose Park involves several phases to accomplish the ultimate vision for the park. Phase 1 included an initial driveway, small parking lot, and a walking trail as the initial steps to open the park to the public.

Burditt Consultants was selected to provide design and construction observation services for the project. Upon completion of Phase 1 design, the City solicited proposals for the construction of these improvements. The City received one response to the RFP from Garza Site Development. The proposed cost of \$174,309 came in just under Burditt's estimate of \$180,000. That response was reviewed and references checked by Burditt and a letter of recommendation has been provided.

RECOMMENDATION

City Staff recommends that City Council authorize the execution of an agreement with Garza Site Development for Primrose Park Phase 1 construction services.

ATTACHMENTS:

Description	Upload Date	Type
Burditt-Letter of Recommendation	10/1/2019	Cover Memo
Garza-RFP Response (Reduced)	10/1/2019	Cover Memo

Oct. 01, 2019

Brant Gary

Assistant City Manager
City of Fulshear
30603 FM 1093 W.
Fulshear, Texas 77441

Re: Recommendation of Award
Primrose Park Phase One Trail & Parking
To serve The City of Fulshear
RFP 2019-06

Dear Mr. Gary,

The above referenced project was put out for proposal for 30 days on the Fulshear website, online planrooms and via emails to several general contractors in the area. It has been determined that only one submittal was received possibly due to the size of the project.

Proposal was received and publicly opened on September 24, 2019. Summary of proposal totals below;

Garza Site Development	\$174,309.35
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The proposal came under the estimated design probable costs of \$180,000, and Garza Site Development shows great competency in completing the project within time and budget. Based on their references, three out of five were reached and all three were very positive about their experience with the contractor.

After a review of the proposal submitted by Garza Site Development as well as references, Burditt Consultants recommends that the contract be awarded to Garza Site Development for the Base Amount of \$174,309.35.

Sincerely,



Claudia T. Walker, RLA
Project Manager
Burditt Consultants LLC

GARZA SITE DEVELOPMENT

**Proposal for
RFP 2019-06**

Prepared For:
Primrose Park Phase One Trail & Parking
City of Fulshear

SEPTEMBER 24, 2019



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COVER PAGE AND EXECUTIVE SUMMARY

> SECTION 1



On behalf of Garza Site Development, LLC , it is my pleasure to formally submit our Proposal for the Primrose Park Phase One Trail and Parking in Fulshear, Texas. We are excited about the opportunity to partner with you on this project and our firm is committed to providing the level of expertise required to build a project of this magnitude.

At the foundation of our firm is our total commitment to providing quality service for our customers as we build their project. This commitment includes complete transparency with our clients, general contractors, architects, landscape architects and the subcontractor community which is illustrated in the projects we have included in this proposal for your review.

At Garza, we do not believe in just identifying problems, we believe it is our responsibility to bring solutions to the table that will foster collaborative discussion in order to remedy issues in a timely and cost effective manner. Our extensive knowledge of estimating, value engineering, scheduling, coupled with our subcontractor relationships makes us a valuable partner to build this project. We are also fortunate to be able to submit a highly qualified and service-driven project team, all who have a wealth of experience in this type of construction and experience collaborating with one another in previous projects.

Thank you for your time and consideration. Our team is readily available to answer any questions regarding our proposal, and we look forward to speaking with you further.

Sincerely,

A handwritten signature in blue ink, appearing to read "A. Garza".

Alberto Garza
President

Submitting Bidder:

Garza Site Development

8945 Long Point Road, Suite 200, Houston, Texas 77055
(Approximately 30 miles, 40 minutes from the City of Fulshear)

Date of Formation: October 2018

Those Authorized to Contractually Obligate Garza Site Development

Alberto Garza, President of Garza Site Development

8945 Long Point Road Suite 200, Houston, Texas 77063
713.805.6492, alberto.garza@garzasite.com

Contact for Qualifications:

Alberto Garza, President of Garza Site Development

8945 Long Point Road, Suite 200, Houston, Texas 77055
713.805.6492, alberto.garza@garzasite.com

Jason Burt, Director of Site Development for Garza Site Development

8945 Long Point Road, Suite 200, Houston, Texas 77055
702.913.8212, jason.burt@garzasite.com

Executive Summary

Garza Site Development is a site development firm with a purpose. As an organization, we exist to offer the highest level of service to our clients and to make the most impact in the communities we serve. Every project we work on is fueled by the “why.” When you select Garza as your partner, we work diligently to understand your business and tailor unique solutions that fit the challenges specific to your project. The experience and leadership of Garza’s personnel provide the benefits of a large firm, but with the focused attention to detail that typically can only be found within a smaller firm.

What’s Included:

Per the Request for Proposal in regard to the Primrose Park Phase One Trail & Parking project, Garza Site Development has provided detailed and thorough answers to the following categories: 1) Project Experience and References, 2) Workload Capacity and Performance, 3) Staffing, 4) Financial and Legal Status, 5) Management and Organizational Approach and 6) Completed Forms.

Within the Project Experience and References section, as requested, Garza illustrates our dedication to serving our clients and our Impact in the Houston community. Within the Workload Capacity and Performance section, we have expressed our abilities, based off previously completed projects, in performing and completing this project. Garza is pleased to present our Staffing information, in which we detail the service-driven professionals who have years of experience in projects of similar scope as the Primrose Park project. In addition to the proposed team, we have provided Garza’s financial and legal status, as well as insurance coverage. Finally, the Management and Organizational Approach section, Garza Site Development furnishes details on our commitment to creating a seamless delivery of operations for our clients.

Statement of Availability:

The Garza Site Development staff proposed is fully committed and available for the Primrose Park project based on the information provided in the Request for Proposal.

Statement of Interest:

Gaza Site Development is excited about this new addition to the City of Fulshear landscape as a company that is committed to serving and providing Impact to the communities in the Greater Houston areas. Our strategy, mission, and values have drawn some of Houston’s top talent under one roof to deliver successful projects. With our leadership at the helm, Garza has become a firm that combines both the expertise of experience and the individual, client focused attention that comes with a smaller firm.

PROJECT EXPERIENCE AND REFERENCES

> SECTION 2

Overview and History of Garza Site Development

Born from the desire of industry professionals to provide a better client experience, Garza Site Development was officially created in October of 2018. While young as an organization, each of the key leaders bring years of experience in construction and site development, as evidenced in our proposed team resumes in Section 4.



Alberto Garza, President

Alberto brings his 20+ years of extensive experience to every project. His unique building perspective comes from his time as a project superintendent. Alberto understands how the parts and pieces fit together to successfully build projects. As a mentor to younger staff and a leader on a job site, he personifies our service driven core values in every interaction with both employees and clients.



Jason Burt, Director of Site Development

Throughout his 23 years of existing construction and site work experience, Jason has an expansive portfolio of work encompassing an impressive collection of renowned golf courses around the world. His tenure and project listing illustrate his ability to successfully manage new construction and site development projects while keeping his eye on the mission and vision of each client.

Garza is a debt-free company who puts the client experience before the business of being in business. We are continuously striving to be good stewards of our clients' funds, to perform the work to the benefit of the community and to hold ourselves to the highest level of integrity. Garza is committed to work with the entire project team at every step of the project cycle. We will manage costs and schedule while providing solutions throughout the life cycle of the project. Garza provides technical expertise, financial integrity and dedication to safety that will produce a project you will be proud to be part of when completed. Safety isn't just a something that we talk about. It's something that we live everyday and it's a concept that is baked into every job, every site, every time.

Every project presents unique challenges. During construction, Garza holds the expectation that all team members will work with others to gain a clear understanding of these challenges, to creatively solve them and set the project up for success. This could range from alternate materials, strategies for schedule acceleration, carefully coordinating and tracking long lead items, or assisting with value engineering throughout each step of the project. We'll use this specially tailored strategy during each step of the construction process to ensure that each dollar of your budget provides maximum value.

WORKLOAD CAPACITY AND PERFORMANCE

> SECTION 3

Workload Capacity and Performance

Provide at least the following: for other projects or studies, include the project or study description, name of the team leader, and description of the Firm's role.

Please review the relevant projects provided in Section 2.

Ability to dedicate the necessary resources to the work

Each project listed above had the appropriate personnel and resources based on skill set, equipment and scheduling. As workload demands, we are a nimble company who is able to shift crew members in and out of the job as needed, as well adjust to equipment needs.

History of accuracy of cost estimates and ability to perform within budget constraints

Garza's bidding history has been accurate within a few percentage points of each final project cost, which is not unusual when considering the nature of estimating project costs. Regardless of budget, Garza is committed to getting the job done. Under no circumstances will budget constraints keep us from performing quality work.

Number of change orders

All change orders required on Garza's projects are due to Owner requested changes to the project scope.

Ability to deliver projects within a specific schedule

To date, Garza has reached every milestone and contract completion on schedule by making sure we are tracking the needs of the project with our proactive weekly manpower meetings to determine whether each project has the appropriate personnel and equipment to remain on schedule.

Examples of innovative solutions, resulting in cost savings during construction and/or operation

Garza Site Development routinely provides value engineering and creative, cost saving recommendations on projects without losing design intent of the architect. We value the relationships we have built with all parties associated on the project, so we never want to step on any toes during this process.

Some recent solutions include adding and shaping swales in lieu of piping, raising roadways 6" to assist with drainage and keeping excess soils on site and eliminating trucking costs.

Ability to handle multiple projects simultaneously at various stages of development

Since inception, Garza Site Development has been running multiple projects at any given time. Our project teams are well versed in multiple areas and can handle multiple scopes on any project. We regularly cross train our key staff members to ensure our projects are not held up waiting for the "right staff" to perform the work. In addition, we mitigate these risks during our weekly manpower meeting in which the needs of each project are discussed and to plan ahead to account for the individual needs of the staff and client.

Ability to deliver within a specified schedule

As previously mentioned, cross training our teams maximizes efficiencies and keeps us focused on meeting the schedules required by the client. Throughout our time in business, we have yet to not deliver a project on schedule.

Work plan and contingency plan; ability to sustain loss of a key team member without compromising project quality, schedule or budget

Garza Site Development has the depth and resources to infill a project as needed. We focus on communication and our team members are apprised of what is going on with every job in progress. As part of our contingency planning is our policy of cross training staff and our manpower meetings allowing for open communication among the team, mitigation of surprises regarding the status of each project and provides for a seamless client experience if a previously unassigned team member must step in.

STAFFING

> SECTION 4

Staffing

PROJECT EXECUTIVE



Alberto Garza

PROJECT MANAGER



Jason Burt

ASSISTANT PROJECT MANAGER



Zinai Flores

PROJECT SUPERINTENDENT



Brian Chavis

What's it like working with this team?

In the resumes that follow, you can read through each person's Strengthsfinder traits for additional insight into what it will be like partnering with this Garza Team.

FINANCIAL AND LEGAL STATUS

› SECTION 5

Financial and Legal Status

Include documentation associated with the firm's Worker's Compensation, liability, errors and omissions or other insurance coverages that would be applicable to the work



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

Must be Dated

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Insured's Producer/Agent name and address here	CONTACT NAME: Insured's Producer/Agent contact information here.	
	PHONE (A/C, No, Ext): _____ FAX (A/C, No): _____ E-MAIL ADDRESS: _____	
INSURED Insured's name and address here.	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Insurance Carrier A	12345
	INSURER B: Insurance Carrier B	12345
	INSURER C: Insurance Carrier C	12345
	INSURER D:	
	INSURER E:	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y	Y	Policy number here	Enter Date	Enter Date	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Electronic Data Liability \$ 1,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	Y	Y	Policy number here	Enter Date	Enter Date	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED: _____ RETENTION \$: _____	Y	Y	Policy number here	Enter Date	Enter Date	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 2,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	Y	Policy number here	Enter Date	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured on a Primary and Non-Contributory basis in favor of Forney Construction, LLC, and the Owner on all policies except Workers' Compensation/Employer's Liability and for both ongoing and completed operations on the General Liability policy where and to the extent required by written contract. Waiver of Subrogation in favor Forney Construction, LLC, and the Owner on all policies where and to the extent required by written contract, where permissible by law. 30 Day Notice of Cancellation or Material Change in favor of Forney Construction, LLC, on all policies.

CERTIFICATE HOLDER Garza Site Development 8945 Long Point Rd, Suite 200 Houston, TX 77055	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Must be signed here

Financial and Legal Status

List action taken by any regulatory agency against or involving the firm or its agents or employees with respect to any work performed.

There have been no actions taken by any regulatory agency against or involving the firm, its agents or employees with respect to any work performed.

Jurisdictions, disciplines and trade categories in which the organization is legally qualified to do business (please indicate registration or license numbers).

Garza Site Development is legally and professionally qualified to perform the work specified within the scope of this RFP.

MANAGEMENT AND ORGANIZATIONAL APPROACH

> SECTION 6

Management and Organizational Approach

Describe your firm's approach and methods associated with scheduling, coordination, analysis, quality assurance and control, documentation and reporting

Our Overview of the Step-by-Step Delivery Process is as follows:

- Review proposed project program
- Review current construction documents
- Evaluate existing conditions
- Generate project estimate with comparative updates at each iteration, on an as-needed basis
- Provide collaborative effort with design professionals for alternate concepts
- Identify long-lead items and specialty assemblies/systems
- Work with client and design team to create initial project milestone schedule
- Periodically up-date the estimate of cost and the project schedule as the design process progresses, on an as-needed basis
- Orchestrate subcontractor/supplier procurement, on an as-needed basis
- Establish project-specific quality assessment and safety programs
- Commence construction
- Weekly manpower meetings with project management staff to ensure project has the necessary resources (both staff and equipment), identify and create mitigation plan for any potential challenges
- Pro-actively maintain communication with the client and design team concerning construction progression and related documentation:
 - Budget Compliance
 - Requests for Information
 - Submittals
 - Project Schedule
- Continually monitor quality assurance and safety programs
- Weekly meetings with the client and design team to audit the progress of the project, schedule and budget compliance

COMPLETED FORMS

> SECTION 7



CITY OF FULSHEAR

PO Box 279 / 30603 FM 1093

Fulshear, Texas 77441

Exhibit B

Primrose Park Phase One Trails and Parking Construction Scope Acknowledgement

The project scope is as follows:

- 1) Construction Grading and Drainage – The Contractor is to site verify existing conditions prior to any earthwork. Existing topography information is incomplete and will require verification. Contractor is to follow Geotech report recommendations for parking stabilization.
- 2) Asphalt Roadway & Parking – The Contractor should field verify site conditions prior to commencing construction. The parking lot is approximately 235' (l) x 20' (w) including driveway, 15 parking stalls and 2 ADA parking stalls. Contractor is to install per details and specifications.
- 3) Decomposed Granite Trails – Approximately 1,300 lf of 8' wide trail loop with accessible connection to the proposed parking lot.

Deduct Alternate 1

Gravel Parking Lot: Deduct asphalt parking and driveway and replace with gravel base.

Add Alternate 1

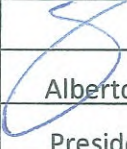
Decomposed Granite Parking Lot: Deduct asphalt parking and driveway and replace with 4" decomposed granite compacted 75% std. proctor with 2% optimal moisture content per base details.

Add Alternate 2

Concrete ADA Parking: Replace asphalt parking and decomposed granite sidewalk with concrete. ADA parking to be 6" concrete paving with sub base per Geotech recommendations. Sidewalk to be 4" concrete. 540sf @ 6" concrete parking stalls, 430sf @ 4" concrete sidewalk.

ACKNOWLEDGEMENT:

By signing below, I acknowledge that I understand the scope of work requested through RFP 2019-05 by the City of Fulshear.

Vendor Name	Garza Site Development, LLC
Authorized Agent Signature	
Printed Name	Alberto Garza
Title	President
Date	9.24.19



CITY OF FULSHEAR

PO Box 279 / 30603 FM 1093

Fulshear, Texas 77441

Itemized Price List

Exhibit C

Item 1	Description	Quantity	Price per Unit	Total
Construction Grading & Drainage	Install SWPPP & Construction Road. Survey & core out DG paths sub-grade only. Haul to new parking area after acceptance of Proof Roll, with specialty golf equipment with turf tires to protect existing conditions. Grade swales per plan. All backfill & finish grassing included in this number. This number has 1/3 of the general conditions, SWPPP, construction road, truck wash down, tree save fencing, port-o-cans, dumpsters & removal of all GC's prior to completion.	1 - LS	\$33,500.33	\$33,500.33

Sub-Total of Item 1 \$ \$33,500.33

Item 2	Description	Quantity	Price per Unit	Total
Asphalt Roadway & Parking	Includes stabilization under the parking area and the driveway. This entails Lime treated stabilization per spec a total of 2' greater than asphalt, geotextile, 6" of crushed concrete, then Tensar BX 1100 geotextile with an additional 6" of crushed concrete on top. Compacted per spec, a total of 1' greater than asphalt square footage. Tack coat, with 3" overlay of asphalt, striping, ADA wheel stops & signage. This number has 1/3 of the general conditions, SWPPP, construction road, truck wash down, tree save fencing, port-o-cans, dumpsters & removal of all GC's prior to completion.	9800 SF	\$9.00	\$88,164.94

Sub-Total of Item 2 \$ \$88,164.94

Item 3	Description	Quantity	Price per Unit	Total
Decomposed Granite Trails	Includes compaction of sub surface on trails. Install geotextile, then 4" of compacted 1/4" Minus DG ADA compliant. Using specialty golf equipment with turf tires to protect existing conditions & site compaction. Includes up to 5 culvert crossings as needed. 12"x20 galvanized pipes bedded with stabilize sand. This number has 1/3 of the general conditions, SWPPP, construction road, truck wash down, tree save fencing, port-o-cans, dumpsters & removal of all GC's prior to completion.	10,832 SF	\$4.86	\$52,644.08

Sub-Total of Item 3 \$ \$52,644.08

Total Sum of all Items \$ \$174,309.35

See Attached GSD Proposal for the Deduct ALT 1, ADD ALT 1 & ADD ALT 2 pricing with qualification & VE Options.

**Primrose Park
Dixon Road
Fulshear, TX**

Bid Date:	9/24/2019	Company:	<i>GarzaSiteDevelopment, LLC</i>
Duration:	5 Weeks		8945 Long Point Rd. Suite 200
Start Date:	TBD		Houston, TX 77055
Completion Date:	TBD	Estimator:	Jason Burt
Project:	Ground-Up		

Bid Set 8/23/19 Project Number 1340.001

Scope: Set up SWPPP measures & NOI Job Board, Establish a construction entrance. Survey out trails and parking area. Core out trails per spec of 4" depth. Haul material to the parking lot area after proof roll is complete. Install DG Trail with allowance for 5 culvert pipes bedded in stabilize sand. Shape drainage swale around parking area use that material in parking lot fill. Grade out all stock pile spoils in parking area. This will elevate parking area almost 2-3". Then Lime Treat the area and begin the sub-base process. Geotextiles, crushed concrete, 2nd later of Geotextile & additional crushed concrete material on top. Followed by Asphalt, stripping & signage. Additional remaining soils will be backfilled around the parking area and graded. All pricing has General conditions spread equally between the 3 scope items. They include the SWPPP, toilets, dumpster, tree save fencing, construction entrance & truck washing station and removal of all these items as well.

	<u>Description</u>	<u>Unit</u>	<u>Quantity</u>	<u>Unit</u>	<u>Total</u>
Section I.	Construction Grading & Drainage Core Out DG Trails per spec Grading of swales per plan Final grading of disturbed areas & swales	LS	1.00	\$ 33,500.33	\$ 33,500.33
Section II.	Asphalt Roadway & Parking (Base Bid) Stabilization under parking & driveway Driveway 235' x 20' Parking lot 15 parking stalls with 2 ADA parking stalls	LS	9800.00	\$ 9.00	\$ 88,164.94
Section III.	DG Trails Allowance for 5 culvert pipes Soil material hauled to parking lot area lift 6" Install DG per spec 5.5" compacted to 4"	LS	10832.00	\$ 4.86	\$ 52,644.08
Section IV.	DEDUCT ALT 1 Gravel Parking Lot in lieu of Asphalt Deduct asphalt Deduct stripping Included wheelstops Included signage	LS	9800.00	\$ (2.53)	\$ (24,827.33)
Section V.	ADD ALT 1 DG parking lot in lieu of Asphalt Follow same spec for 4" compacted DG over area No DG accounted for in ADA spots based on ADD ALT.2	LS	9260.00	\$ 2.31	\$ 21,399.30
Section VI.	ADD ALT. 2 Concrete ADA Parking Per spec 6" on ADA Parking Per spec 4" on sidewalk Reinforcement #3 18" OC	LS	970.00	\$ 12.03	\$ 11,673.74

Proposal Pricing Good For 30 Days

All inclusive Turn-Key Contract \$ 174,309.35

Signature:
Authorized Agent, Client, or Architect

Date:

**Primrose Park
Dixon Road
Fulshear, TX**

Bid Date:	9/24/2019	Company:	<i>Garza Site Development, LLC</i>
Duration:	5 Weeks		8945 Long Point Rd, Suite 200
Start Date:	TBD		Houston, TX 77055
Completion Date:	TBD	Estimator:	Jason Burt
Project:	Ground-Up		

QUALIFICATIONS:

In no particular order.

1. Pricing does NOT include an Arborist.
2. No tree transplanting included.
3. No tree removal included in this phase.
4. Third party material testing by Owner.
5. Assumes all soils excavated are to be left on site, lift parking area up in elevation.
6. Some soil salvaged for backfill of the parking area and sidewalks.
7. Lime treated subgrade to extend 2' outside of asphalt paving.
8. Crushed concrete subgrade is to extend 1' outside of the asphalt paving.
9. Per Geo Report Aggregate pavement area (Asphalt) to be cleared of all trees and mowed to height of 6".
10. Only areas under concrete needs to be stripped of all vegetation & topsoil.
11. No SWPPP Plan is given, pricing includes filter fabric fence around pond, not the entire perimeter of site. Use of straw wattles as needed, NOI & Job board with weekly inspections.
12. No utilities priced at this time.
13. Sod & Hydroseed not specefied at this time.
14. General conditions of SWPPP, port-o-cans, dumpster, tree save fence, constraction entrance, washdown & removal of these components within. Pricing all spread equally through the 3 scope items.

VE CONSIDERATIONS

If Budget is a concern we offer the folowing options without compromising design intent. Available for pricing upon request.

1. Only install 3" compacted DG on trails instead of 4".
2. Decrease profile under asphalt parking area from 12" to 8" of crushed concrete or limestone base.

**AGENDA MEMO
BUSINESS OF THE CITY COUNCIL
CITY OF FULSHEAR, TEXAS**

AGENDA OF: 10/15/2019

ITEMS: IV.C.

**DATE
SUBMITTED:** 10/3/2019

DEPARTMENT: Administration

PREPARED BY: Brant Gary, Assistant City Manager **PRESENTER:** Brant Gary, Assistant City Manager
SUBJECT: PRESENTATION AND POSSIBLE ACTION REGARDING PROPOSED PLANNING SERVICES FROM VERDUNITY, INC.

Expenditure Required: Phase 1 - \$46,000, Phase 2 - \$36,000

Amount Budgeted: Planning - \$140,000, Administration - \$50,000

Funding Account: Planning - 100-5-400-5411-10-Consulting, Admin.-100-5-120-5411-10-Consulting

Additional Appropriation Required:

Funding Account:

EXECUTIVE SUMMARY

Over the past couple years, Verdunity, Inc. has assisted the City with planning and forecasting services relative to forecasting operational future and fiscal considerations. Most recently, Verdunity provided a recap of prior efforts and an overview of what the next steps might be for continued planning services.

At the request of Council, Verdunity has prepared a scope of services for City Council consideration. This scope includes planning services relative to a fiscal analysis of current and future operational conditions. This would also include development of a model that would provide a fiscal forecast for planning purposes. The proposal is divided into two phases and is included with this agenda memo. Mr. Kevin Shepherd will be on hand to present the scope and answer

RECOMMENDATION

ATTACHMENTS:

Description	Upload Date	Type
Presentation Overview of Proposed Scope	10/1/2019	Cover Memo
Verdunity Proposal-FY20 Fiscal Planning Services	10/1/2019	Cover Memo

Budget Benchmark and Land Use Fiscal Analysis

Fulshear, TX



Project Objectives

Verdunity will complete a Budget Benchmark and Land Use Fiscal Analysis Assessment that will provide Council and Staff with the following:

- 1) Benchmark Fulshear's budget with other comparable cities
- 2) Quantify and map the financial productivity (via parcel revenue per acre) of the City's existing development
- 3) Provide data and analysis that can be used to engage and educate residents, improve fiscal transparency, and inform future land use, development, infrastructure and investment decisions

Ultimate goal is to align the city's development pattern and service levels with what citizens are willing and able to pay for – now and in the future.



Project Phases

PHASE 1 – Benchmark Analysis and Existing Conditions Model

- Benchmark Fulshear's budget with other comparable cities
- Land Use Fiscal Analysis: Revenue per acre maps and analysis for current revenues and costs

PHASE 2 – Projected Cost/Deficit Model

- Amends the Land Use Fiscal Analysis to incorporate future general fund service costs and unfunded infrastructure liabilities

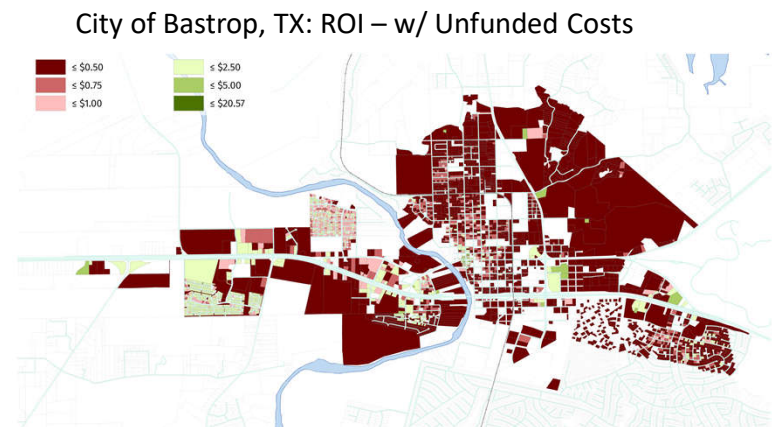
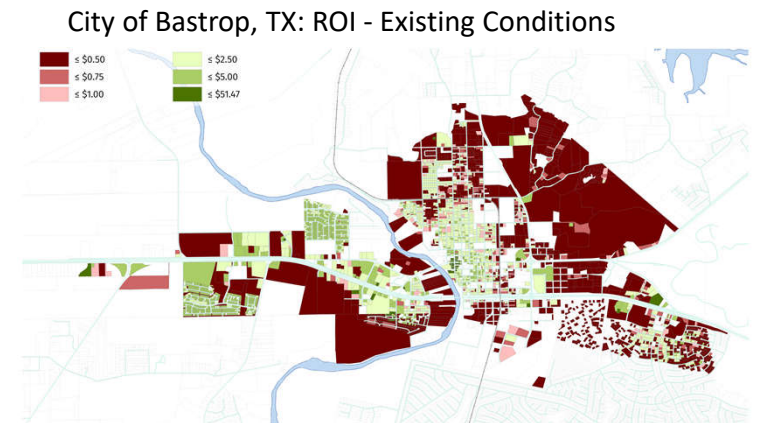


Land Use Fiscal Analysis Methodology

Step 1: Existing property tax levy revenue \$ minus current operating budget costs (Baseline/existing conditions)

Step 2: Adds projected general fund costs and street replacement costs (Deficit/true cost model)

Additional information and case studies are available at www.fiscal.verdunity.com



Budget and Timeline

Phase 1: Benchmark Analysis and Existing Conditions Model

Cost: \$46,000
Timeline: 45-60 days

Phase 2: Projected Cost Model



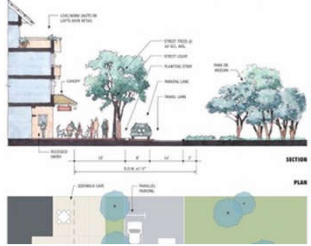
Cost: \$36,000
Timeline: 30-60 days



Applications of Fiscal Analysis

- Provides a language and process to back up the desired outcome of a “fiscally resilient community”
- Align development pattern, infrastructure and services with what citizens are willing and able to pay for now and in the future
- Inform land use, annexation and growth management decisions to balance revenues, costs and debt obligations over time
- Create zoning and design guidelines that encourage financially sustainable development patterns
- Inform infrastructure and economic development investments

STREET DESIGN STANDARDS - SUMMARY - 4

No.	Street Type	Curb Road	Speed mph	Setback	Street Section and Plan	Building Type
10.	Residential Street II - Two Way Street - Staggered Parking, Marked	10'	20	Min 15'		Detached House I & II, Sideyard House, Cottage, (Green - Garden Court, Town Home, Live/Work, Multi-Unit Home
11.	Park Drive - 2 Way Street - Parallel Parking, One side only, Marked	10'	25	min. 15'		Detached House I & II Live/Work, Town Home, Lofts Over Retail, Mixed Use, Courtyard Apartments
12.	Commercial Residential, Slip Street - One Way Street - Parallel Parking, marked, one side	10'	20	5-15'		Detached House I & II Live/Work, Town Home, Lofts Over Retail, Mixed Use, Courtyard Apartments

September 26, 2019

Brant Gary
Assistant City Manager
City of Fulshear, TX

**Reference: Proposal for Professional Consulting Services
Budget Benchmarking and Land Use Fiscal Analysis**

Mr. Gary,

At the 8/27 joint work session with Council and P&Z, I gave a brief presentation to summarize the MUD analysis work we completed in 2017-2018, provide an overview of our firm's fiscally based planning and outreach process, and discuss how an updated model and analysis could assist Fulshear's leaders with decisions regarding zoning, infrastructure and economic development investments. At the conclusion of the discussion, I was asked to provide a proposal for council and staff to consider.

Per your request, I am pleased to submit this scope and fee proposal for Verdunity (VU) to assist the City of Fulshear (City/CLIENT) with the above referenced project. Details of our proposal are provided below.

PURPOSE AND NEED

Cities across the country are struggling to generate enough revenue to keep up with growing infrastructure and service cost demands. In Texas, the recently passed legislation has further exacerbated this resource gap and limited cities' tools to address it. The numerous Municipal Utility Districts (MUDs) in Fulshear make the situation even more complex.

To close the resource gap, it's important to have a deeper understanding of your community's liabilities along with which development patterns generate surplus revenue and which ones cost more to serve than they generate in tax base. In most cities we've worked with, we've found that cities have built too much of patterns that have a negative ROI, thereby creating the funding gap. There are also development patterns that routinely produce a positive margin. By intentionally focusing development in a manner that prioritizes the financially productive patterns, a city can incrementally close its resource gap.

OUR APPROACH

VERDUNITY's fiscal analysis process and 3D GIS model can be used to help city leaders and residents to better understand the relationship between growth and development patterns, property tax revenues, and long-term service costs. In addition to helping improve fiscal transparency and accountability, this information can be used to inform future land use and zoning decisions, development incentives, and capital improvement programs.

Our fiscal analysis work typically consists of three phases and deliverables:

- 1) **Existing Conditions Model:** Assessment of current budget (revenues and costs) and existing development
- 2) **Projected Costs Model:** Incorporates unfunded liabilities and projected general fund service costs
- 3) **Growth Scenario Projections and Gap Management Strategies:** Once the modeling is complete, the information can be used to develop and evaluate how different development and investment strategies impact the city's resource gap and fiscal health.

SCOPE OF SERVICES

This proposal covers Phases 1 and 2 above. As part of this contract, Verdunity will complete a robust budget assessment and complete a land use fiscal analysis of current and projected costs in the city. We are proposing to complete following tasks as part of this contract.

BASIC SERVICES

PHASE 1 – BENCHMARK ANALYSIS AND EXISTING CONDITIONS MODEL - Verdunity (VU) will complete an assessment of existing conditions and prepare a summary of study findings and recommendations in a format that can be shared with Council and the community.

1.1 Data Collection and Review – VU will obtain and review available information relevant to the study. Where possible, we would like to receive data in electronic format, and in particular any GIS, XLS and database files associated with infrastructure, land use and developments. Information we would like to review will include, but not be limited to:

- Comprehensive Plan, Master Plans
- Development Regulations/Ordinances
- Developer Agreements – existing and proposed
- Budget and CAFRs for last 10 years
- Asset Management and CIP information – with special emphasis on any information for existing streets
- Property Tax Data – levy data for 2018 and 2019 (when available). *May require a data acquisition fee to get the levy data from the county's vendor.*
- Information on current and planned debt obligations

1.2 Baseline Analysis – VU will utilize available data to perform an initial analysis of revenue, service costs and debt trends. Tasks will include:

- CAFR and Budget Review – cursory review to assess the general fiscal situation, summarize trends and identify issues and opportunities
- Revenue Analysis and Benchmarking – summarize total revenue and revenue sources and benchmark to other communities
- Cost Analysis and Benchmarking – summarize total expenditures and cost categories and benchmark to other communities

- Debt Analysis and Benchmarking – summarize debt usage and benchmark to other communities
- Projected Service Cost Trend – project general fund costs using adopted planning documents, context data from Verdunity’s database, and results from other communities

1.3 Revenue Mapping – VU will utilize available data to map existing property tax revenues and summarize fiscal performance for different neighborhoods and development patterns. Tasks will include:

- Input, clean up and format property tax levy revenue data for parcels in city limits
- Prepare 2D and 3D maps showing property tax levy revenue per acre

1.4 Net Revenue Map (Budgeted Costs) – Costs from the existing General Fund budget (services funded by property taxes) will be added to the model and a net revenue map will be prepared showing the fiscal performance of parcels (net revenue = property tax levy revenue less budgeted service costs). Tasks will include:

- Identify and allocate budgeted service costs (general fund) to parcels in city limits
- Calculate net revenue and ROI (return on investment) for parcels and city overall
- Prepare 2D and 3D maps showing net revenue per acre
 - Current and future land use (for undeveloped parcels)
 - Current zoning districts

1.5 Prepare Summary Presentation – VU will summarize Phase 1 findings into a concise, easy-to-understand presentation and support documents that can be shared with elected officials, staff, residents and developers. Deliverables will include:

- Presentation (slides and accompanying explanation text)
- GIS shapefiles with result fields

1.6 Present Phase 1 Results– VU will be available to present and discuss results with staff, elected and appointed officials and the broader community, if desired. Presentations we’ve accounted for in this proposal include:

- Review of report with staff
- Work/executive session with staff and council
- Presentation to council and public at a regular council meeting

PHASE 2 – PROJECTED COST MODEL – **While Phase 1 will provide a deeper understanding of the city’s current fiscal health, we believe the more critical (and enlightening) discussion should focus on the future liabilities that cities are responsible for and how those will be paid for.** In Phase 2, the existing conditions model developed in Phase 1 will be expanded to incorporate the projected costs for street maintenance and other services that are needed, but not currently accounted for in the budget. This model helps understand how different development patterns perform financially when you add in the true cost to maintain/replace the infrastructure and services supporting the development. We often refer to this as a city’s resource gap or deficit.

2.1 Service Cost and Infrastructure Replacement Projections – VU will review available data and work with staff to estimate the age of various neighborhoods in the community and project infrastructure replacement costs and other services that are not currently accounted for in the budget.

- Classify areas of city by decade built
- Identify amount of existing infrastructure in each area
- Estimate replacement costs and distribute required annual savings over future years (assume 40 yr life cycle)
- Develop roll-up chart that projects infrastructure replacement costs for next life cycle

2.2 Service Cost Allocation – VU will work with staff to determine service costs and allocate them down to the parcel level. This will be done at the most accurate level depending on the setup of the town and available data.

- Level 1: Allocate general fund service and infrastructure replacement costs from 2.1 equally across all parcels
- Level 2: Allocate service costs to individual parcels based on proportionate area
- Level 3 (most accurate): Allocate service costs by geographic areas/districts/service areas
- Includes a workshop with staff to review initial service cost allocations, gather additional information (where available), and revise.

2.3 Net Revenue Map (Projected/Currently Unfunded Costs) – Costs from 2.2 will be allocated down to the parcel level. Results will be added to the analysis from 1.5 to generate updated net revenue and ROI maps that include projected costs.

2.4 Development Pattern Analysis – VU will review the models and identify trends and takeaways for:

- The overall community
- Existing neighborhoods and/or geographic areas of the city
- Existing land uses and development patterns

2.5 Gap Management Strategies – VU will review the results of the analysis of development patterns, finances and anticipated growth projections and prepare a list of high-level strategies the city might consider implementing to improve its financial strength and resilience. Some of the options that will be considered include:

- Modifications to the city's future land use plan, zoning and growth management plans to improve the ROI of future development
- Modifications to design standards to minimize operation, construction and long-term maintenance costs
- Revisions to existing service fees and potential for additional (new) fees to generate additional revenue

- Responsible use of debt to fund growth, quality of life amenities, and if necessary, future maintenance (although we highly discourage this).

2.6 Prepare Summary Report and Presentation – VU will summarize findings into a concise, easy-to-understand presentation and support documents that can be shared with elected officials, staff, residents and developers. Deliverables will include:

- Report (PDF and MS Word) with executive summary and appendices
- Presentation (slides and accompanying explanation text)
- GIS shapefiles with result fields

2.7 Present Phase 2 Results– VU will be available to present and discuss results with staff, elected and appointed officials and the broader community, if desired. Presentations we’ve accounted for in this proposal include:

- Review of report with staff
- Work/executive session with staff and council
- Presentation to council and public at a regular council meeting

EXCLUSIONS AND ADDITIONAL SERVICES

After the development and presentation of the model, analysis and recommendations, VERDUNITY staff can be available to support the city with subsequent discussions and applications of the model and data. Additional options that may be discussed include:

- utilizing the model and our proprietary development context data to evaluate proposed development scenarios, which could include Future Land Use Plan buildout scenarios, annexation and growth management decisions, proformas for special districts and other new development being considered in the city
- infrastructure investment strategies
- economic development strategies
- long range fiscal plan and growth management policy recommendations
- community education/outreach programs

Should the CLIENT desire additional assistance beyond this initial modeling effort, the work and anticipated costs will be discussed and authorized by the CLIENT prior to VERDUNITY doing any work.

YOUR INVESTMENT

We believe investing in quantifying and communicating your resource gap and developing a community-wide effort to maximize the resources you have is one of the most productive and high-returning investments a community can make. Community leaders will gain clarity about the relationships between development, revenue and costs and have tools to make more informed decisions, but more importantly, you could potentially save millions in infrastructure costs and incentives and increase revenues from your existing service area.

We are proposing to complete the work described above in two phases. Lump sum fees for each phase are as follows:

Phase 1 – Existing Conditions Model	\$46,000
Phase 2 – Deficit/Projected Cost Model	\$36,000
Phase 3 – Projected Scenarios & Gap Mgmt Strategies	<i>not included (future)</i>
TOTAL	\$82,000

SCHEDULE

Our typical turnaround for similar projects has been 3-5 months. We understand the zoning ordinance update is underway. If council and staff are interested in having the analysis results to inform the zoning ordinance update, we can accommodate a compressed schedule of 3 months and have Phase 1 completed before Thanksgiving and Phase 2 by Christmas if we are able to start on or before October 20th. We would not increase the fee for the compressed schedule, but we would request an up-front retainer payment of 20% of the base fee due within two weeks of contract initiation.

TERMS OF ENGAGEMENT

This proposal is valid for a period of 30 days from the date of this proposal. This information was prepared specifically for the CLIENT and its designated representatives and may not be provided to others without VERDUNITY’s written permission. Work will be completed using the City’s standard contract terms. Acceptance of this proposal indicates the CLIENT’s review and understanding of the scope of services, fee and terms. We are prepared to begin work as soon as we receive an electronic copy of the executed agreement and written notice to proceed (email is acceptable).

If you have any questions about this proposal, please give me a call at 214-425-6720 or email me at kevin@verdunity.com. We look forward to continuing to partner with you to help Fulshear work toward a more resilient and fiscally sustainable future!

Respectfully Submitted,

Accepted By:

VERDUNITY, Inc.
Texas Registered Engineering Firm F-13496

CITY OF FULSHEAR, TEXAS (CLIENT)



By

Kevin Shepherd, P.E., ENV-SP
Founder & CEO

Name & Title

Date