

#### **Regular Meeting of the Board of Directors**

City of Texarkana, Arkansas 216 Walnut Street **Agenda - Monday, March 04, 2024 - 6:00 PM** 

Call to Order

Roll Call

Invocation given by Director Hollibush

Pledge of Allegiance led by Fire Chief David Fletcher

#### CITIZEN COMMUNICATION

A limit of five (5) minutes per person is allotted for citizens to express their concerns to the Board of Directors, with a maximum of fifty (50) minutes reserved for Citizens Communication.

Please fill out a Citizen Communication Card with your name and contact information for the City Clerk's records.

#### **PRESENTATION(S)**

1. Presentation of the City of Texarkana, Arkansas Employee Service Awards. (ADMIN)

#### **CONSENT**

- 2. Approval of the minutes of the regular meeting February 20, 2024. (CCD) City Clerk Heather Soyars
- 3. Adopt a Resolution amending the FY2024 Budget (Resolution No. 2023-103) and the Public Works Budget to include funding from the ARPA Fund for Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements. (PWD) Public Works Director Tyler Richards
- 4. Adopt a Resolution authorizing the City Manager to enter into a contract with A. L. Franks Engineering for the design of Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements. (PWD) Public Works Director Tyler Richards
- 5. Adopt a Resolution amending the FY2024 Budget (Resolution No. 2023-103) and the Public Works Budget to include funding from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project. (PWD) Public Works Director Tyler Richards

<u>6.</u> Adopt a Resolution authorizing the City Manager to enter into a contract with A. L. Franks Engineering for the design of Nix Creek Maintenance and Restoration Project. (PWD) Public Works Director Tyler Richards

#### **REGULAR**

#### **BOARD OF DIRECTORS' COMMENTARY**

**NEXT MEETING DATE: Monday, March 18, 2024** 

**ADJOURN** 

#### 2024 City Calendar

KidsFest Festival - Friday, May 17th - 19th

#### **Texarkana Rec Center Calendar**

Ageless Grace - Mondays -2PM - 3PM

Gym Open - Mondays, Wednesdays & Fridays - 8AM - 7PM & Saturdays - 8AM - Noon

Dance Fitness - Tuesdays - 6PM & Saturdays - 11AM



# CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Presentation of the City of Awards. (ADMIN)	Texarkana, Arkan	sas Employee Service
AGENDA DATE:	March 4, 2024		
ITEM TYPE:	Ordinance□ Resolution□ O	ther⊠: Presenta	tion
<b>DEPARTMENT:</b>	City Clerk Department		
PREPARED BY:	Heather Soyars, City Clerk		
REQUEST:	Presentation of employee serv	ice awards.	
<b>EMERGENCY CLAUSE:</b>	N/A		
SUMMARY:	Employee Service Awards:		
	Daniel Thiels Nathan Reeves William Smith, Jr. Kenneth Wilson Mikosky Jones Rodney Ellis Amy Payne Roderick Howard	TAFD TAFD TAFD TAFD TWU TWU TWU TWU TWU	10 Years 20 Years 25 Years 25 Years 5 Years 5 Years 20 Years 20 Years
EXPENSE REQUIRED:	N/A		
AMOUNT BUDGETED:	N/A		
APPROPRIATION REQUIRED:	N/A		
RECOMMENDED ACTION:	N/A		
EXHIBITS:	None		



## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

**AGENDA TITLE:** Approval of the minutes of the regular meeting February 20, 2024.

(CCD) City Clerk Heather Soyars

**AGENDA DATE:** March 4, 2024

**ITEM TYPE:** Ordinance  $\square$  Resolution  $\square$  Other  $\boxtimes$ : Minutes

**DEPARTMENT:** City Clerk Department

**PREPARED BY:** Heather Soyars, City Clerk

**REQUEST:** Approval of meeting minutes.

**EMERGENCY CLAUSE:** N/A

**SUMMARY:** Approval of meeting minutes

N/A

**EXPENSE REQUIRED:** N/A

**AMOUNT BUDGETED:** N/A

**APPROPRIATION** 

**REQUIRED:** 

**RECOMMENDED** The City Clerk recommends Board approval.

**ACTION:** 

**EXHIBITS:** Meeting minutes.



### Rescheduled Regular Meeting of the Board of Directors

City of Texarkana, Arkansas 216 Walnut Street **Minutes - Tuesday, February 20, 2024 - 6:00 PM** 

Mayor Allen Brown called the meeting to order at 6:00 PM.

PRESENT: Mayor Allen Brown, Ward 1 Director Terry Roberts, Ward 2 Director Laney Harris, Ward 3 Director Steven Hollibush, Ward 4 Director Ulysses Brewer, and Ward 5 Director Danny Jewell.

ALSO, PRESENT: City Manager Robert Thompson, City Attorney Joshua Potter, City Clerk Heather Soyars, and Deputy City Clerk Jenny Narens.

ABSENT: Assistant Mayor Director 6 Jeff Hart.

Invocation given by citizen from the audience, Vance Thornton.

Pledge of Allegiance led by Finance Director TyRhonda Henderson.

#### CITIZEN COMMUNICATION

Vance and Cylestine Thornton, 6608 Harris Lane, spoke about an issue they had with their water meter shifting and it left them with a very large water bill.

#### **PRESENTATION**

1. Presentation of the quarterly numbers for the Texarkana Regional Airport Budget. (AIRPORT) Executive Director of Aviation Paul Mehrlich

#### **CONSENT**

Director Jewell requested Item 3. Adopt a Resolution authorizing the City Manager to enter into a Purchase Agreement with Texarkana New Holland for one (1) Tractor/Loader with a Bush Hog Cutter. (PWD) Public Works Director Tyler Richards, be removed from the Consent agenda.

Director Harris requested Item 5. Adopt a Resolution authorizing the City Manager to enter into a contract with Steitler Properties for the production of a concert at Front Street Festival Plaza. (PARKS) Parks & Rec Director Adam Dalby, be removed from the Consent agenda.

Director Harris made the motion to adopt the Consent agenda, Seconded by Director Hollibush. The motion carried and the following item was approved:

- 2. Approval of the minutes of the regular meeting February 5, 2024. (CCD) City Clerk Heather Soyars
- 4. Resolution No. 2024-13 authorized the City Manager to enter into a contract with Belt Construction for the Nix Creek Sewer Improvements. (TWU) Executive Director Gary Smith

#### REGULAR

3. Resolution No. 2024-14 authorized the City Manager to enter into a Purchase Agreement with Texarkana New Holland for one (1) Tractor/Loader with a Bush Hog Cutter. (PWD) Public Works Director Tyler Richards

After a brief discussion, the motion to adopt the resolution made by Director Jewell, Seconded by Director Hollibush.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, and Director Jewell.

The motion carried 6-0 and the Mayor declared the resolution adopted.

5. Resolution No. 2024-15 authorized the City Manager to enter into a contract with Steitler Properties for the production of a concert at Front Street Festival Plaza. (PARKS) Parks & Rec Director Adam Dalby

After a brief discussion, the motion to adopt the resolution made by Director Harris, Seconded by Director Roberts.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, and Director Jewell.

The motion carried 6-0 and the Mayor declared the resolution adopted.

6. Ordinance No. 3-2024 approved the franchise agreement between the City of Texarkana, Arkansas, and Ritter Communications Holdings, LLC. (FIN) Finance Director TyRhonda Henderson

After a brief discussion, the motion to suspend the rules and place the ordinance on its first reading in abbreviated form made by Director Hollibush, Seconded by Director Roberts.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, and Director Jewell.

The motion carried 6-0 and the ordinance was read the first time in abbreviated form.

Motion to suspend the rules and place the ordinance on its second reading in abbreviated form made by Director Brewer, Seconded by Director Hollibush.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, and Director Jewell.

The motion carried 6-0 and the ordinance was read the second time in abbreviated form.

Motion to suspend the rules and place the ordinance on its third and final reading in abbreviated form made by Director Hollibush, Seconded by Director Brewer.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, and Director Jewell.

The motion carried 6-0 and the ordinance was read the third time in abbreviated form.

Motion to adopt the ordinance made by Director Roberts, Seconded by Director Brewer.

Mayor Brown asked if anyone would like to speak for or against this ordinance.

No one came forward.

Voting Yea: Mayor Brown, Director Roberts, Director Hollibush, Director Brewer, and Director Jewell.

Voting Nay: Director Harris.

The motion carried 5-1 and the Mayor declared the ordinance adopted.

An emergency clause is requested. An emergency clause requires a separate and distinct vote of the board and is valid only if there is a two-thirds vote of approval by the Board.

Motion to enact the emergency clause made by Director Roberts, Seconded by Director Brewer.

Mayor Brown asked if anyone would like to speak for or against the emergency clause.

No one came forward.

Voting Yea: Mayor Brown, Director Roberts, Director Hollibush, Director Brewer, and Director Jewell.

Voting Nay: Director Harris.

The motion carried 5-1 and the Mayor declared the emergency clause enacted.

#### **BOARD OF DIRECTORS' COMMENTARY**

Director Harris said he would like the Parks Department to work on another five-year plan and asked if they would go to the neighborhoods where the parks were located to get the citizens input.

Director Brewer said the Black History Parade would be this Saturday, February 24, 2024.

#### CITY MANAGER REPORT

City Manager Robert Thompson said the Fire Department completed their training for emergency medical technician and basic life support in January. He said the Police Department obtained a warrant and arrested the capitol murder suspect from the incident on Ash Street. Mr. Thompson said the Public Works Department used 70 tons of asphalt last week, and the new playground for the Rec Center would be installed in March.

#### **NEXT MEETING DATE: Monday, March 4, 2024**

#### **ADJOURN**

Motion to adjourn made by Director Brewer, Seconded by Director Hollibush.

Voting Yea: Mayor Brown, Director Roberts, Director Harris, Director Hollibush, Director Brewer, and Director Jewell.

The motion carried 6-0 and the meeting adjourned at 6:55 PM.

**APPROVED** this the 4<sup>th</sup> day of March 2024.

	Allen L. Brown, Mayor
Jenny Narens, Deputy City Clerk	



# CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution amending the FY2024 Budget (Resolution No. 2023-103) and the Public Works Budget to include funding from the ARPA Fund for Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements. (PWD) Public Works Director Tyler Richards
AGENDA DATE:	March 4, 2024
ITEM TYPE:	Ordinance $\square$ Resolution $\boxtimes$ Other $\square$ :
<b>DEPARTMENT:</b>	Public Works Department
PREPARED BY:	Tracie Lee, Assistant Public Works Director
REQUEST:	Amending the FY2024 Budget (Resolution No. 2023-103) and the Public Works Budget to include funding from the ARPA Fund for Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements.
EMERGENCY CLAUSE:	N/A
SUMMARY:	The FY2024 Public Works budget must be amended to include funding and expenses from the ARPA Fund for Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements in the amount of \$1,450,000.00. (Per the City Attorney – no public hearing needed)
	The FY2024 Public Works budget must be amended to include funding and expenses from the ARPA Fund for Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements in the amount of
SUMMARY:	The FY2024 Public Works budget must be amended to include funding and expenses from the ARPA Fund for Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements in the amount of \$1,450,000.00. (Per the City Attorney – no public hearing needed)
SUMMARY:  EXPENSE REQUIRED:	The FY2024 Public Works budget must be amended to include funding and expenses from the ARPA Fund for Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements in the amount of \$1,450,000.00. (Per the City Attorney – no public hearing needed) \$1,450,000.00 \$1,050,000.00 (Public Works – Dept. 149 Other Projects & Dept 141
SUMMARY:  EXPENSE REQUIRED:  AMOUNT BUDGETED:  APPROPRIATION	The FY2024 Public Works budget must be amended to include funding and expenses from the ARPA Fund for Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements in the amount of \$1,450,000.00. (Per the City Attorney – no public hearing needed) \$1,450,000.00 \$1,050,000.00 (Public Works – Dept. 149 Other Projects & Dept 141 Materials Land and Building)

<b>RESOLUTION NO.</b>	
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WHEREAS, it is necessary to amend the FY2024 Budget (Resolution No. 2023-103), and in particular the Public Works portion thereof, to include funding and expenses from the American Rescue Plan Act (ARPA) Fund for the Old Boyd Road, Manor Way, Hasting Crossing and Draughn Street Improvements; and

**WHEREAS,** the amount required for this project is \$1,450,000.00 with \$1,050,000.00 budgeted from Public Works – Department 149 Other Projects and Department 141 Materials Land and Building, and the balance of \$400,000.00 to be appropriated from the ARPA Fund;

**NOW, THEREFORE, BE IT RESOLVED,** by the Board of Directors of the City of Texarkana, Arkansas, that the FY2024 Budget (Resolution No. 2023-103) is amended to appropriate \$400,000.00 from the ARPA Fund for the Old Boyd Road, Manor Way, Hasting Crossing and Draughn Street Improvements.

**PASSED AND APPROVED** this 4<sup>rd</sup> day of March 2024.

ATTEST:	Allen L. Brown, Mayor
Jenny Narens, Deputy City Clerk	
APPROVED:	
Joshua L. Potter, City Attorney	



**EXHIBITS:** 

# CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution authorizing the City Manager to enter into a contract with A. L. Franks Engineering for the design of Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements. (PWD) Public Works Director Tyler Richards
AGENDA DATE:	March 4, 2024
ITEM TYPE:	Ordinance $\square$ Resolution $\boxtimes$ Other $\square$ :
DEPARTMENT:	Public Works
PREPARED BY:	Tracie Lee, Assistant Public Works Director
REQUEST:	Engineering Contract to A. L. Franks Engineering for the design of Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street Improvements.
EMERGENCY CLAUSE:	N/A
SUMMARY:	The City allocated funding in the 2024 budget for improvements to Old Boyd Road, Manor Way, Hastings Crossing and Draughn Street. In order to put the project out to bid a design and bid book is needed.
	The City submitted a RFQ in January 2024 for engineers, architects and surveyors. A.L. Franks was selected as a qualified engineer for City projects based on their qualifications and extensive work history with the City.
	A.L. Franks Engineering submitted their design fee proposal for these projects in the amount of \$115,000.00.
EXPENSE REQUIRED:	\$115,000.00
AMOUNT BUDGETED:	\$900,000.00 (Public Works Dept 149 Other Projects)
APPROPRIATION REQUIRED:	\$0.00
RECOMMENDED ACTION:	

Resolution and Street Projects Fee Schedule

<b>RESOLUTION NO.</b>	
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WHEREAS, the Public Works Department is requesting the approval of the City of Texarkana, Arkansas, Board of Directors, to authorize the City Manager to enter into a contract with A.L. Franks Engineering for the design of Old Boyd Road, Manor Way, Hastings Crossing, and Draughn Street Improvements; and

**WHEREAS**, the City submitted a request for qualifications in January 2024, for engineers, architects and surveyors; and

**WHEREAS,** A.L. Franks Engineering was selected as a qualified engineer for City projects based on their qualifications and extensive work history with the City; and

**WHEREAS**, A.L. Franks Engineering submitted their design fee proposal for this project in the amount of \$115,000.00; and

WHEREAS, funds are budgeted and available;

**NOW, THEREFORE, BE IT RESOLVED,** by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized to enter into a contract with A.L. Franks Engineering for the purposes set forth above with funding from the sources so indicated.

**PASSED AND APPROVED** this 4<sup>th</sup> day of March 2024.

ATTEST:	Allen L. Brown, Mayor
Jenny Narens, Deputy City Clerk	
APPROVED:	
Joshua L. Potter, City Attorney	

#### WORK ORDER FOR PROFESSIONAL SERVICES

#### CITY OF TEXARKANA, ARKANSAS

#### W. O. TXK-01-24

This will constitute authorization by City of Texarkana, Arkansas (Owner) for A.L. Franks Engineering, Inc. (Engineer) to proceed with the following described "Project":

Provide Engineering Services for the scope of work described as follows:

Street pavement rehabilitation to include stabilization, asphalt paving, miscellaneous drainage improvements, and other various items.

A preliminary construction budget itemized per the street schedule is as follows:

- A) Old Boyd Road (continuation of 2021 project eastward) \$175,000
- B) Manor Way (Highway 82 southward to Tennessee Rd) \$475,000
- C) Hastings Crossing (Hwy 196 south to Boyd Rd) \$600,000
- D) Draughn St (RR south to Bramble) \$200,000

Total Construction Budget including Engineering: \$1,450,000.00

Engineering services shall include the following scope of work:

- 1. Prepare Plans and Specifications for Improvements and obtain necessary approval by the City.
- Design shall include review of existing street conditions, pavement failures, drainage problems and shall include detailed recommendations for repair.
- 3. Coordination with Testing laboratory for analysis of existing subgrade, and pavement structure.
- 4. Topographic surveying to include field mapping of street, drainage structures, visible utilities, driveways, fences, etc. Boundary monuments will be included where visible.
- 5. The Plans and Specifications will be provided for bidding purposes to include typical contract documents, bonding requirements, and all material and work specifications in accordance with city standards.

The above described services are to be performed in accordance with the basic Agreement covering such engineering services by and between City of Texarkana, Arkansas (Owner) and A.L. Franks Engineering, Inc. (Engineer) dated September 6, 2016.

For performing the services described, the Engineer is to be paid based on percent complete with a maximum not to exceed amount of \$115,000.00 as indicated as follows:

Preparation of Plans and Specifications	\$102,000.00
Topographic Surveying	\$10,000.00
Bid Phase Engineering & Contract Completion	\$3,000.00
Geotechnical Testing (Third Party)	By Others

Partial payment for services shall be made monthly, as evidenced by monthly statements submitted by the Engineer and approved by the Owner.

Items not included in the scope of work include easement acquisition, boundary surveys, environmental investigation, and floodplain permitting.

Construction management and inspection services are not included but can be added if desired. The period of time estimated for completing the above described services through Bid Phase Engineering shall be NINETY (90) calendar days.

APPROVED:	ACCEPTED:
CITY OF TEXARKANA, ARKANSAS	A.L FRANKS ENGINEERING, INC.
By: Robert Thompson City Manager ATTEST:	By:  Anthony L. (Andy) Franks, P.E.  President  ATTEST:
	Malafalland
DATE:	DATE: 2/13/2024



**EXHIBITS:** 

## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

AGENDA TITLE:	Adopt a Resolution amending the FY2024 Budget (Resolution No. 2023-103) and the Public Works Budget to include funding from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project. (PWD) Public Works Director Tyler Richards
AGENDA DATE:	March 4, 2024
ITEM TYPE:	Ordinance $\square$ Resolution $\boxtimes$ Other $\square$ :
<b>DEPARTMENT:</b>	Public Works Department
PREPARED BY:	Tracie Lee, Assistant Public Works Director
REQUEST:	Amending the FY2024 Budget (Resolution No. 2023-103) and the Public Works Budget to include funding from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project.
EMERGENCY CLAUSE:	N/A
EMERGENCY CLAUSE: SUMMARY:	N/A  The FY2024 Public Works budget must be amended to include funding and expense from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project. in the amount of \$750,000.00.  (Per the City Attorney – no public hearing needed)
	The FY2024 Public Works budget must be amended to include funding and expense from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project. in the amount of \$750,000.00.
SUMMARY:	The FY2024 Public Works budget must be amended to include funding and expense from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project. in the amount of \$750,000.00. (Per the City Attorney – no public hearing needed)
SUMMARY:  EXPENSE REQUIRED:	The FY2024 Public Works budget must be amended to include funding and expense from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project. in the amount of \$750,000.00.  (Per the City Attorney – no public hearing needed)  \$750,000.00

Resolution

<b>RESOLUTION NO.</b>	
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WHEREAS, it is necessary to amend the FY2024 Budget (Resolution No. 2023-103), and in particular the Public Works portion thereof, to include funding and expenses from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project; and

**WHEREAS,** the amount required for this project is \$750,000.00, with \$471,273.00 budgeted from the American Rescue Plan Act Fund, and the balance of \$278,727.00 to be appropriated from the Storm Water Reserve Fund;

**NOW, THEREFORE, BE IT RESOLVED,** by the Board of Directors of the City of Texarkana, Arkansas, that the FY2024 Budget (Resolution No. 2023-103) is amended to appropriate \$278,727.00 from the Storm Water Reserve Fund for the Nix Creek Maintenance and Restoration Project.

**PASSED AND APPROVED** this 4<sup>rd</sup> day of March 2024.

	Allen L. Brown, Mayor
ATTEST:	
Jenny Narens, Deputy City Clerk	
APPROVED:	
Joshua I. Potter City Attorney	



**EXHIBITS:** 

## CITY OF TEXARKANA, AR BOARD OF DIRECTORS

**AGENDA TITLE:** Adopt a Resolution authorizing the City Manager to enter into a contract with A. L. Franks Engineering for the design of Nix Creek Maintenance and Restoration Project. (PWD) Public Works Director Tyler Richards **AGENDA DATE:** March 4, 2024 **ITEM TYPE:** Ordinance  $\square$  Resolution  $\boxtimes$  Other  $\square$ : **DEPARTMENT: Public Works** Tracie Lee, Assistant Public Works Director PREPARED BY: **REQUEST:** Engineering Contract to A.L. Franks Engineering for the design of Nix Creek Maintenance and Restoration Project. **EMERGENCY CLAUSE:** N/A **SUMMARY:** The City allocated funding in the 2024 budget for improvements to Nix Creek Maintenance and Restoration Project. In order to put the project out to bid a design and bid book is needed. The City submitted a RFQ in January 2024 for engineers, architects and surveyors. A.L. Franks was selected as a qualified engineer for City projects based on their qualifications and extensive work history with the City. A.L. Franks Engineering submitted their design fee proposal for these projects in the amount of \$77,000.00. **EXPENSE REQUIRED:** \$77,000.00 **AMOUNT BUDGETED:** \$471,273.00 (ARPA Funds) **APPROPRIATION** \$0.00 **REQUIRED: RECOMMENDED ACTION:** 

Resolution and Street Projects Fee Schedule

WHEREAS, the Public Works Department is requesting the approval of the City of Texarkana, Arkansas, Board of Directors, to authorize the City Manager to enter into a contract with A.L. Franks Engineering for the design of the Nix Creek Maintenance and Restoration Project; and

**WHEREAS,** the City submitted a request for qualifications in January 2024, for engineers, architects and surveyors; and

**WHEREAS,** A.L. Franks Engineering was selected as a qualified engineer for City projects based on their qualifications and extensive work history with the City; and

**WHEREAS,** A.L. Franks Engineering submitted their design fee proposal for this project in the amount of \$77,000.00; and

WHEREAS, funds are budgeted and available;

**NOW, THEREFORE, BE IT RESOLVED,** by the Board of Directors of the City of Texarkana, Arkansas, that the City Manager is authorized to enter into a contract with A.L. Franks Engineering for the purposes set forth above with funding from the sources so indicated.

**PASSED AND APPROVED** this 4<sup>th</sup> day of March 2024.

ATTEST:	Allen L. Brown, Mayor
Jenny Narens, Deputy City Clerk	
APPROVED:	
Joshua L. Potter, City Attorney	

#### WORK ORDER FOR PROFESSIONAL SERVICES

#### CITY OF TEXARKANA, ARKANSAS

#### W. O. TXK-02-24

This will constitute authorization by the City of Texarkana, Arkansas (Owner) for A.L. Franks Engineering, Inc. (Engineer) to proceed with the following described "Project":

Nix Creek Maintenance and Restoration – General Engineering scope shall include implementing drainage improvements along Nix Creek as previously identified in a 2021 drainage study, to include bank stabilization, grading, removal of debris and channel restoration activities. The proposed construction budget including engineering is \$750,000.

Engineering services shall include the following scope of work:

- 1. Prepare Plans and Specifications for Improvements and obtain necessary approval by the City, ADEQ, and the USACOE.
- 2. Design shall include review of existing channel conditions, grading plans, details, and bid quantities for repair.
- 3. The Plans and Specifications will be provided for bidding purposes to include typical contract documents, bonding requirements, and all material and work specifications in accordance with city standards.

The above described services are to be performed in accordance with the basic Agreement covering such engineering services by and between City of Texarkana, Arkansas (Owner) and A.L. Franks Engineering, Inc. (Engineer) dated September 6, 2016.

For performing the services described, the Engineer is to be paid based on percent complete with a maximum not to exceed amount of \$77,000.00 as indicated as follows:

Design Plans & Specifications	\$60,000.00
Topographic Surveying	\$4,000.00
PCN Submittal for USACOE Permitting	\$10,000.00
Bidding & Contract Documents	\$3,000.00
Construction Management	By Others
Wetland Determination	By Others

Partial payment for services shall be made monthly, as evidenced by monthly statements submitted by the Engineer and approved by the Owner.

Items not included in the scope of work include easement acquisition, boundary surveys, environmental investigation, and floodplain permitting.

Construction management and inspection services are not included but can be added if desired.

The period of time estimated for completing the above described services through Bid Phase Engineering shall be NINETY (90) calendar days.

APPROVED:	ACCEPTED:
CITY OF TEXARKANA, ARKANSAS	A.L FRANKS ENGINEERING, INC.
By: Robert Thompson City Manager	By: Anthony L. (Andy) Franks, P.E. President
ATTEST:	ATTEST: MOMA ANALY
DATE:	DATE: 2 3 2024