

CONSENT ITEM – 8J



MEMORANDUM

DATE: January 12, 2026

TO: Honorable Mayor and City Councilmembers
Jessica Jagoe, City Administrator

FROM: David Swearingen, P.E. Public Works Director / City Engineer

SUBJECT: Professional Services Agreement for 2026 PMP Street & Utility Improvements Amendment No. 1

Budgeted Amount:
\$493,313

Actual Amount:
\$480,968

Funding Source:
PIR, Utility Funds, Special
Assessments

Council Should Consider

Motions to approve, table, or deny the following:

- PSA Amendment No. 1 for the 2026 PMP Street & Utility Improvements project to include the Arden Manor Hardcourt Improvements and Arden Oaks ADA Improvements.

Background/Discussion

The 2026-2030 Capital Improvement Plan identifies the Arden Manor Hardcourt Improvements and the Arden Oaks ADA Improvements to be constructed in 2026. The 2026-2030 CIP detail sheets are provided as Attachment A & B. These projects already have designed plans and were shelved for future construction.

The Arden Manor Hardcourt Improvements will consist of a full reconstruction including subgrade corrections and drainage improvements around the hardcourt. The court striping will consist of basketball and two pickleball courts.

The Arden Oaks ADA Improvements will consist of an access ramp from the south side of the park off Arden Oaks Dr. and an 8-ft wide bituminous trail to connect to the play structures. A concrete pad and a metal screening structure will be installed to accommodate an ADA-compliant portable toilet.

Bolton & Menk has put together a letter for the scope of work included in the proposed Amendment No. 1 (Attachment C). This includes an amount for the preparation/issuance of a quote package for early tree clearing operations and completion of final design/conversion to the 2026 PMP project documents for the Arden Oaks ADA improvements and the Arden Manor hardcourt reconstruction. See the letter in Attachment C for more details. Bolton & Menk had completed the designs for both the Arden Manor and Arden Oaks Improvements; therefore, the level of effort in the proposed task is minimal.

City staff recommends the City Council approve the PSA Amendment as seen in Attachment C.

If approved, the bid package will be put together, and authorization for bidding the project will be requested at the February City Council meeting. The low bid/quote for tree clearing will also be prepared for approval at the February meeting.

Budget Impact

Engineering budget:

2026 PMP Street & Utility Improvements	\$ 439,813.00
Arden Manor Hardcourt Improvements	\$ 40,000.00
Arden Oaks ADA Improvements	\$ 13,500.00
<hr/> Total:	<hr/> \$ 493,313.00

Actual engineering contract:

2026 PMP PSA	\$ 439,813.00
Amendment No. 1	\$ 41,155.00
<hr/> Total:	<hr/> \$ 480,968.00

The Arden Manor Hardcourt Improvements has a total project budget of \$200,000.

The Arden Oaks ADA Improvements has a total project budget of \$67,500.

Attachments

Attachment A – Arden Manor Hardcourt CIP detail sheet

Attachment B – Arden Oaks ADA Improvements CIP detail sheet

Attachment C – PSA Amendment No. 1