

Memorandum

**To:** Mayor and City Council Members  
Steve Parker, City Manager

**From:** Melissa Reynolds, P.E., MPA, CFM, City Engineer

**Through:** Rick Cortes, Deputy City Manager

**Subject:** Resolution of the City Council of the City of Seguin, Texas authorizing the City Manager to enter into a Professional Service Agreement in the amount of \$365,855.93 with Rodriguez Transportation Group for Professional Services for the Joe Carrillo Street/Countryside Boulevard Sidewalk Project (CSJ #0915-46-062); and declaring an effective date.

**Date:** March 18, 2025

Historical Background

The City of Seguin was notified in November 2023, by the Texas Department of Transportation’s Public Transportation Division (PTN) of funding award through the Texas Department of Transportation (TxDOT) included in the AAMPO Fiscal Year 2023-26 Transportation Improvement Program (TIP) Grant for the Joe Carrillo Street/Countryside Boulevard Sidewalk Project. The Project is part of the Federal Transportation Alternative Set Aside Program (TA).

The project includes construction of approximately 4,000’ concrete shared-use path, 10’ min. width along the east side of Countryside Boulevard from FM 466 to Joe Carrillo Boulevard and along the south side of Joe Carrillo Boulevard from SH 123 to east of Lantana Gate. Additionally, crosswalks and pedestrian signage at two Seguin ISD school campuses are proposed within the project boundaries. The project will conform to Texas Accessibility/ADA requirements.

On June 4, 2024, City Council approved the Local Project Advance Funding Agreement (LP AFA) for the Joe Carrillo St./Countryside Boulevard Sidewalks. Based on the estimated construction costs the cost-sharing between the parties is as follows:

Federal Participation (through TxDOT)	100%	\$ 2,002,496
Local Participation (City of Seguin)	0%	\$ 0

The City will be responsible for any construction costs above the Federal participation amount stated in the Local Project Advanced Funding Agreement. When the project is complete, the City will accept it for maintenance.

Eleven (11) statements of qualifications for Professional Services for the Transportation Alternatives – Set Aside (TASA) Program Joe Carrillo Street/Countryside Boulevard Sidewalks Project were received on December 17, 2024. Based on scoring criteria provided in the request for qualifications, interviews were held for the two highest rated firms. Award of this project to RTG is proposed based on the recommendation by the review panel following the rating and interview process.

It's real.

### **Action Requested**

The goal of this Professional Services Agreement is to provide engineering services required for the preparation of plans, specifications and estimates and related documents for pedestrian accessible route improvements along Countryside Boulevard and Joe Carrillo Street.

### **Procurement Methodology & Funding Source**

Funding for this project has been secured through TxDOT's Transportation Alternatives Grant. Any project costs not allowable by the funding source will be from general fund budget.

### **Staff Recommendation**

Staff recommends that the professional services agreement be executed Rodriguez Transportation Group (RTG) in the amount of \$365,855.93.

### **ATTACHMENTS**

1. 2025.03.18 Resolution Joe Carrillo Street/Countryside Blvd PSA
2. Professional Services Agreement
3. Project Exhibits