

**MEMORANDUM**

**Date:** October 2, 2024  
**To:** Chairman Kevin Mosher and Members of the Caddo Mills EDC  
**From:** John R. Hubbard, Ph.D., CEcD  
**SUBJECT:** Discuss and consider awarding a bid in an amount not to exceed \$10,500 for the construction of a fence at 2404 2nd Street

The fence will be 8 feet tall along the north and east property lines. If the EDC decides to relocate to the Covenant Ranch location, the fence will still need to be replaced as required by the city's zoning agreement for the Certificate of Occupancy (CO). The bid also covers the removal of some small trees along the east property line and demo of the existing fence. Funding for the fence is included in the FY 2024-25 EDC Budget.

| EDC FY24-25 Budget – Special Projects |                         |           |
|---------------------------------------|-------------------------|-----------|
|                                       | EDC Office Improvements | This Item |
|                                       | \$40,000                | \$10,500  |
|                                       |                         |           |



The EDC Received the following bids:

| Contractor  | Amount      |
|---|-------------|
| Galaxy Contractors, LLC, Caddo Mills – Horizontal fence | \$10,500    |
| Galaxy Contractors, LLC, Caddo Mills – Vertical fence   | \$9,231     |
| Champion Aquatic & Outdoor Living, LLC – Caddo Mills    | \$9,500     |
| Thunderbolt Fencing, Plano -                            | No response |

**FENCE INSTALLED**



**DEMO LAYOUT**



**Suggested Motion**

*“Motion to award < COMPANY> a contract in the amount of <AMOUNT> for the construction of a fence at 2404 Second Street. This expenditure will cover all labor, materials, and related costs associated with the project as outlined in the proposal provided by <COMPANY>.”*