



City Council
Special Meeting

Tuesday, October 21, 2025, 5:30 PM
City Hall Council Chambers
298 W Washington
Stephenville, Texas 76401

AGENDA

CALL TO ORDER

FINANCE COMMITTEE

David Baskett, Chair

1. Committee Report from October 21, 2025
2. Award Audit Contract for Audit Services Beginning with Fiscal Year Ending September 30, 2025

PARKS AND LEISURE SERVICES COMMITTEE

Lonn Reisman, Chair

3. Committee Report from October 21, 2025
4. Consider Acceptance of Quote for Work on NYC 3 Project

ADJOURN

In accordance with the Americans with Disabilities Act, persons who need accommodation to attend or participate in this meeting should contact City Hall at 254-918-1287 within 48 hours prior to the meeting to request such assistance.

**CITY OF STEPHENVILLE
PROPOSALS FOR AUDIT SERVICES
EVALUATION WORKSHEET**

	Whitley Penn LLP	Forvis Mazars	Fox, Byrd, & Company P.C.	Brooks Watson & CO. PLLC
Total average points				
I. Mandatory Criteria:				
A. Licensed CPAs	YES	YES	YES	YES
B. Independent auditor	YES	YES	YES	YES
C. No record of substandard work	YES	YES	YES	YES
D. Meets all RFP requirements	YES	YES	YES	YES
II. Technical Criteria				
A. Technical experience of firm				
1. City government (0-15)	13	14	15	13
2. Other government entities (0-5)	5	5	5	5
B. Characteristics of staff				
1. Size and structure (0-5)	5	5	3	4
2. Qualifications (0-20)	18	16	16	18
3. Supervision (0-15)	12	10	12	13
C. Understanding of work to be performed				
1. Comprehensiveness of work plan (0-5)	5	5	5	5
2. Realistic time estimate (0-10)	9	10	9	10
III. Cost criteria (0-25)	18	25	20	24
IV. Oral interview (if necessary) (0-15)				
Total points	86.06	89.67	86.23	90.81
Time Estimate	385	500-550	290	371
Proposed costs 2025	\$ 79,500	\$ 57,500	\$ 70,000	\$ 62,500
Proposed costs 2026	\$ 81,500	\$ 59,500	\$ 70,000	\$ 64,700
Proposed costs 2027	\$ 83,500	\$ 61,500	\$ 75,000	\$ 61,500
Proposed costs 2028	\$ 85,500	\$ 63,500	\$ 80,000	\$ 63,750
Proposed costs 2029	\$ 88,000	\$ 65,500	\$ 85,000	\$ 66,000
Total Proposal Cost	\$ 418,000	\$ 307,500	\$ 380,000	\$ 318,450



STAFF REPORT

SUBJECT: Award of RFP #3048 – Annual Financial Audit

DEPARTMENT: Purchasing

STAFF CONTACT: Rebecca Crosson

RECOMMENDATION:

It is the recommendation of the Purchasing Manager and Director of Finance that the annual Financial Audit be awarded to Brooks, Watson & CO. PLLC.

BACKGROUND:

Requests for proposals were publicly advertised and solicited for the Annual Financial Audit. Proposals were opened on October 10th at 2:00pm. A total of four (4) submissions were received and independently evaluated by 3 individuals. Based on the evaluation results, we recommend awarding the contract to Brooks, Watson & CO. PLLC.

FISCAL IMPACT SUMMARY:

Proposed Fee Summary submitted by Brooks, Watson & Co. PLLC:

Time Estimate	Proposed Costs 2025	Proposed Costs 2026	Proposed Costs 2027	Proposed Costs 2028	Proposed Costs 2029	Total Proposal Cost
371 hours	\$62,500	\$64,700	\$61,500	\$63,750	\$66,000	\$318,450



STAFF REPORT

SUBJECT: Consider approval for Construction Items for NYC Field 3

DEPARTMENT: Parks and Leisure Services

STAFF CONTACT: Daron Trussell, Director of Parks and Leisure Services

RECOMMENDATION:

Staff recommends the approval and acceptance of a quote from **Sports Netting Systems** for the construction of **backstop netting system, backstop wall, dugouts and dugout lean rail** for NYC 3 Baseball Field.

Sports Netting Systems submitted a quote in the amount of **\$184,982.78** to design, manufacture, and install all of the items listed in the quote.

BACKGROUND:

This project was originally approved as a result of bond proceeds from 2022. These items were removed from the base bid presented by Jay Mills Construction Inc. Removal of these items from the base bid has resulted in a savings \$195,000 from the original bas bid.

FISCAL IMPACT SUMMARY:

The cost to complete construction for these items is \$184,982.78. This project is funded from 2022 Bond Proceeds.



Date: October 15, 2025

Quote #: 100256.10.15.2025

Project: Stephenville City Park Baseball Field

Contacts: Daron Trussell

DTrussell@stephenvilletx.gov

Location: Stephenville, TX

Tips Contract #241001

BuyBoard Contract #765-25

Quantity	Scope		
1	40' Backstop Netting System	Total	\$58,318.18
	150' x 40' Tie-Back Tension Backstop Net System with #36 Double UV Treated 1 7/8" Square Nylon Netting with Rope Border, 16" Sch. 40 Steel Poles, All Welded Attachment Points, Marine Grade Primer and Semigloss Black Paint Finish, Galvanized Cables and Hardware, 3000PSI Concrete Footers, Delivered and Installed		
1	Backstop Wall System	Total	\$40,938.56
	150' x 3'T ChampionWall Backstop Wall System with V2 Concealment Panels on Spectator Side, Integrated Backstop Net Attachment Points, Top Cap, Delivery and Installation		
2	Dugout	Total	\$55,474.53
	10' x 40' with 10' Eave to 12' Eave Field Side, Pre-Engineered Dugout Structure with 4" Square Tubing Posts and Frame, Gusseted Rear Roof Columns, All Welded, 4x2 C-Purlin Roof Support, PBR Roof and Trim, 3'T ChampionWall Lower Perimeter with V2 Exterior Concealment Panels to Match Backstop Construction, 5'T (8' AFS) Perforated 14Ga. Carbon Steel Concealment Panels Powder Coated to match Frame Color, 1ea. 3'x7' Gate with Perforated Steel Panel, and Latch Hardware, Delivered and Installed.		
8	Composite Player Benches	Total	\$11,116.14
	7'-6" Baseball Racks Rizzo Composite Deck 2-Tier Player Bench Delivered and Assembled on Site.		
2	Dugout Lean Rail	Total	\$19,135.38
	4'H x 30'L 2.38" Sch. 4 Dugout Lean Rail with 1" Padding Directly Embedded in Concrete Footers.		

Subtotal \$184,982.78

Tax \$0.00

Project Total \$184,982.78

Terms

Sports Netting Systems
P.O. Box 7004, Granbury, TX 76049
817-736-9440



- 50% down payment with contract upon agreement/notice to proceed
- 50% due upon completion of scope

Schedule

- 2-4 Weeks for Submittals
- 2 Weeks for Approval
- 4-6 Weeks for Production
- <1 Week Shipping
- 3-4 Weeks for Installation

Qualifications

- Price based on 1 mobilization
- Price based on acceptance of complete package. Scope line items will be subject to revision if all scope is accepted
- Unobstructed access to work location with heavy equipment
- Surface protection, removal of obstructions or special equipment by others
- Work space must not be in use for owner/user and worker safety purposes
- Work to be performed during standard working hours. Nights and weekends will be considered scope modifications and price will be adjusted as needed.
- Prices valid for 15 days
- All concrete pads and flatwork by others. Dugout embed plates furnished by Sports Netting System, installed by concrete contractor
- Sports Netting Systems will not be responsible for schedule improvements including weather delays, delayed scope by other trades, expedited production outside of standard lead times, acts of God, civil conflict
- Sales tax not included
- All sales are final and cannot be returned.
- Add 3% to order total for any credit card payments
- A late payment fee of 1.5% will be added monthly starting 30 days beyond date of agreed terms

Please Provide

- Signed copy of this proposal
- Purchase order or contract noting conditions stated in this proposal
- Tax exempt certificate if applicable
- Geotechnical report for any foundation work in scope
- This proposal to be included with executed agreement

Exclusions

- Changes from originally bid construction documents
- Over excavation or soil compaction
- Geotechnical reports
- Pressure drilling, Changes to foundation design due to geotechnical reports may require additional cost. Cost to be added by change order.
- Drilling through rocky or unstable soil conditions that may require caissons
- Dewatering

Sports Netting Systems
P.O. Box 7004, Granbury, TX 76049
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- Utility locates or repairs. Standard local dig test will be called before drilling
- Demolition of existing equipment unless specifically noted
- Surveying
- Offsite spoil removal
- Finished concrete flat work
- Scope modifications
- Permits
- Inspections
- SWPPP
- Finished surface protection and repairs
- Bid bond
- Payment and performance bond
- Retainage

Accepted by: _____
Company _____
Name _____

Signature _____
Date _____

Thank you for the opportunity,

Justin Perez