

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: April 13, 2026
FROM: Dale Perryman, P.E., Town Engineer
SUBJECT: Review of Bids and Award of Contract for West Street Water System Improvements

INTRODUCTION:

The purpose of this agenda item is to review the bids and award a contract for West Street Water System Improvements.

BACKGROUND:

The Town is an eligible recipient of Community Development Block Grant (CDBG) funds awarded by the Federal government through Shelby County. The grant awards are made on an annual basis, and limited funding is made to Shelby County municipalities outside of Memphis for projects meeting the Federal government’s criteria for CDBG projects. On June 23, 2025, the Town approved the acceptance of a CDBG grant in the amount of \$240,000 for the West Street Water System Improvements. The West Street Water System Improvements includes replacing an existing 60-year-old, 6” watermain with a new 8” ductile iron water main, new fire hydrants, and new water services.

DISCUSSION:

Work for this project will include installation of 863 feet of 8” waterline, three new fire hydrants, 80 feet of new ¾” water service, 96 tons of asphalt replacement, traffic control, and other miscellaneous items to complete the project.

On March 25, 2026, the Purchasing Division accepted bids from four (4) qualified vendors for this project. Five (5) vendors requested copies of the bid packet. The bid consisted of a base bid with no alternates. After a review of the bids, ENSCOR, LLC. was the lowest and most responsive bidder in an amount of \$311,088.00 This is \$34,632.00 lower than the second bid. The lowest two bids are shown below. This is a 60-day contract with liquidated damages set at \$500.00 per day. Since 1993 the Town has completed twenty-six Community Development Block Grant Project with a total value of \$6,783,563.43. As of the date of this report Town staff is currently working with Shelby County to secure the additional funding for the project.

Contractor	Bid Amount
ENSCOR, LLC	\$311,088.00
Trey Construction	\$345,720.00

Staff Recommendation: Staff recommends approval of the West Street Water System Improvements.

BUDGET IMPACT:

CIP

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget ⁽¹⁾	Previous Expenses	Proposed Expense	Balance	Budget Impact
413		16512-202602	West St Water System Improvements	\$325,000.00	\$2,400.00	\$311,088.00	\$11,512.00	\$80,000.00 Increase

(1) Assumes the approval of Resolution 2026-08 on this agenda.

ATTACHMENTS:

[Vicinity Map.pdf](#)

[West Street Bid Tabulation Memo.pdf](#)

PROPOSED MOTION:

To approve the contract with ENSCOR, LLC for the West Street Water System in the amount of \$311,088.00.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						