

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: June 9, 2025

FROM: Dale Perryman, P.E., Town Engineer

SUBJECT: Review Bids and Award Contract for Schilling Farms-Poplar Avenue Turn Lane

INTRODUCTION:

The purpose of this agenda item is to review bids and award a contract for Schilling Farms-Poplar Avenue turn lane.

BACKGROUND:

The Schilling Farms Planned Development (PD) was originally approved in the 1990s, with various sections receiving approval over time. Recent approvals include:

- Phase 66 – the Water Tower District
- Phase 70 – retail buildings fronting the railroad tracks along Poplar Avenue
- Phase 73 – the hotel site currently under construction
- Phases 74 and 75 – the retail area also under construction

At the August 23, 2021, Board of Mayor and Aldermen (BMA) meeting, the Board approved an agreement with Schilling Farms, LLC. Under this agreement, Schilling Farms agreed to pay a lump sum of \$271,800 for the construction of a turn lane on Poplar Avenue (see Exhibit 2). The agreement outlines specific responsibilities for both Schilling Farms, LLC and the Town of Collierville.

On November 27, 2023, the Board approved a contract with Norfolk Southern to cover the costs associated with Construction Engineering Inspection (CEI), flagging services, accounting, and administrative tasks.

Approximately a year and a half later, on March 7, 2025, the Norfolk Southern easement was officially recorded. This recording enabled the Tennessee Department of Transportation (TDOT) to approve the construction plans and allowed the Town to move forward with the bidding process.

DISCUSSION:

This project will require coordination with Norfolk Southern Railway, Memphis Light, Gas & Water (MLGW), and the Tennessee Department of Transportation (TDOT). Work will include erosion control, grading, installation of curb and gutter, asphalt paving, sodding, striping, and other related tasks necessary to complete the project.

On May 7, 2025, the Town's Procurement Division received bids from two qualified vendors. Although six vendors requested copies of the bid packet, only two submitted bids. The bid package included a base bid with no alternates. After review, ENSCOR, LLC was determined to be the lowest and most responsive bidder with a total bid of \$256,474.25. The second bid was deemed nonresponsive due to missing required documentation. The lowest responsive bid is shown below.

This project will be executed under a 120-day contract, with liquidated damages set at \$1,000.00 per day for delays. Any unused balance at the conclusion of the project will be refunded to the appropriate funding sources.

Contractor	Base Bid
ENSCOR, LLC	\$256,474.25

STAFF RECOMMENDATION:

Staff recommends approval of the contract for the Schilling Farms–Poplar Avenue Turn Lane project, accordance with the agreement with Schilling Farms, LLC

ATTACHMENTS:

[Vicinity Map.pdf](#)

[August 23, 2021 Board Report.pdf](#)

[TC2025-34 Evaluation Memo.pdf](#)

PROPOSED MOTION:

To approve the contract with ENSCOR, LLC for Schilling Farms-Poplar Avenue Turn Lane in the amount of \$256,474.25.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						