Weatherford Municipal Utility Board

AGENDA REPORT

Meeting Date:	June 25, 2026	**Staff Contact:**	Rick Shaffer, Director of Water Utilities
Item Number:	2026-911-AR	**Phone:**	817-598-4473

SUBJECT: Consider authorizing the expenditure of funds with Off Duty Excavation, LLC, in a total aggregate fiscal year expenditure amount not to exceed $185,000.

BACKGROUND/DISCUSSION

Aggregate and construction material, such as sand, rock, road base and asphalt, are required to install and repair water lines, wastewater lines and appurtenances. Bid #2024-005 was awarded in January 2024 to Off Duty Excavation, and includes a provision for renewal of up to three (3) additional one-year periods if so agreed to by both parties. The Municipal Utility Board approved the second renewal in September 2025, for FY26, in the amount of $155,000. The Water Utility rehab/construction crew and the maintenance crew have used more backfill materials for pipeline and lift station projects than projected. Through the first eight months of FY26, the Water Utility has expended approximately $133,000 on trench backfill and lift station site materials. The year-to-date total aggregate expenditures across all departments has been approximately $143,000. Based on the anticipated project schedule for the remainder of FY26, the Water Utility does not expect to continue expenditures at the current pace, however the Water Utility does expect to exceed the $155,000 previously authorized.

This request is to authorize an additional $30,000 in aggregate expenditures with Off Duty Excavation, up to a cumulative total of $185,000 across all City departments. These funds will be utilized in FY26.

Note: Approval of this request is not an authorization by the Municipal Utility Board for expenditure of funds from the Public Works Department, or any other department, as those expenditures are made in accordance with the City's purchasing policy and as authorized by the City Council.

FINANCIAL IMPACT

The purchase of material used by the Water Utility will be funded with the FY26 Water Utility operating budget, as the approved budget allows. Purchase of materials and services by other city departments will be made within their respective budgets.

SUGGESTED ACTION

Staff recommends approval.

ATTACHMENTS

- 2024-005 Bid Tab Annual Aggregate Materials.pdf

- Second Renewal Letter