

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
SEPTEMBER 15, 2026, AGENDA**

Subject:	Action Required:	Approved By:
Resolution authorizing a survey and staking services contract with Neel-Schaffer, Inc.	Ordinance √ Resolution	
Submitted By: Public Works Department		Delphone Hubbard City Manager
SYNOPSIS	Authorizes the City Manager to execute a contract with Neel-Schaffer, Inc. for surveying and staking services for the Bowman Road Phase 2 project pursuant to Bid 239561.	
FISCAL IMPACT	Contract amount not to exceed \$53,117.67. Funding for this project is from the 3/8-Cent Capital Improvement Sales and Compensating Use Tax as authorized by Resolution 13,343 (July 11, 2011) with funds from Account Activity TS40C34.	
RECOMMENDATION	Adopt the resolution.	
BACKGROUND	This contract will provide for the surveying and staking of easements and rights-of-way as needed to accomplish the construction, future maintenance and continued public access to the Bowman Road Phase 2 improvements. Neel-Schaffer, Inc. was selected by an approved selection committee as the most qualified of one (1) responses to the City's request for Letters of Interest to provide the services pursuant to Bid 239561.	