NOTICE: ANY SUBJECT APPEARING ON THIS AGENDA, REGARDLESS OF HOW THE MATTER IS STATED, MAY BE ACTED UPON BY THE BOARD OF DIRECTORS OF TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION.

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING

AGENDA

JUNE 4, 2025- 3:00 P.M.
CITY HALL COUNCIL ROOM
1801 9th Ave. N.
Texas City, TX 77590

PLEASE NOTE: Public comments are limited to posted agenda items only and are generally limited to 3 minutes in length. If you would like to request to speak, please do so in advance of the meeting by filling out a Request To Address Commission form. All in attendance are required to remove hats and/or sunglasses (dark glasses) during meetings and to also silence all cell phones and electronic devices.

1. DECLARATION OF QUORUM

2. ROLL CALL

3. CONFLICT OF INTEREST DECLARATION

4. PUBLIC COMMENTS

5. Consider Approval of the April 16, 2025 Meeting Minutes.

6. NEW BUSINESS

   a. Discussion and possible action on Resolution No. 2025-14, approve proposal for professional services for the development of a Preliminary Engineering Report (PER) for a Shoal Point entry road.

   b. Discussion and possible action on Resolution No. 2025-15, approve a budget adjustment to support the agreement for Preliminary Engineering Report (PER) for Shoal Point entry road.

   c. Discussion and possible action on Resolution No. 2025-12, approve Business Improvement Grant (BIG Grant) for Species Gym- Texas City for an amount not to exceed $15,000.

d. Discussion on the proposed Texas City Economic Development Corporation budget for FY2026.

7. UPDATES AND REPORTS

a. Small Business Development Center Update
Texas City-La Marque Chamber of Commerce Update
Texas City ISD Update
Dickinson ISD Update

b. City of Texas City Staff Update

8. REQUEST AGENDA ITEMS FOR FUTURE MEETINGS

9. ADJOURNMENT

I, THE UNDERSIGNED AUTHORITY, DO HEREBY CERTIFY THAT THIS NOTICE OF MEETING WAS POSTED ON THE BULLETIN BOARDS AT CITY HALL, 1801 9TH AVENUE NORTH, TEXAS CITY, TEXAS, AT A PLACE CONVENIENT AND READILY ACCESSIBLE TO THE GENERAL PUBLIC AND ON THE CITY'S WEBSITE ON MAY 30, 2025, PRIOR TO 3:00 P.M., AND REMAINED SO POSTED CONTINUOUSLY FOR AT LEAST 72 HOURS PRECEDING THE SCHEDULED TIME OF SAID MEETING.

_____
Texas City Economic Development Corporation

TCEDC Agenda **5.**

Meeting Date: 06/04/2025

Submitted By: Renee Edgar, City Secretary

Department: City Secretary

ACTION REQUEST (Brief Summary)

Consider Approval of the [insert date] Meeting Minutes.

BACKGROUND

ANALYSIS

ALTERNATIVES CONSIDERED

Attachments

April 16, 2025 Minutes

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION
BOARD OF DIRECTORS MEETING

MINUTES

APRIL 16, 2025 - 4:00 P.M.

CITY HALL CONFERENCE ROOM

The Texas City Economic Development Corporation Board of Directors met April 16, 2025, at 4:00, in the City Hall Conference Room, 1801 9th Avenue North, in Texas City, Texas. A quorum having been met, the meeting was called to order at 4:00 p.m. by Mark Ciavaglia with the following in attendance:

(1) DECLARATION OF QUORUM

(2) ROLL CALL

Present:	Mark Ciavaglia, Chairperson
	Randy Dietel, Vice-Chairperson
	Dedrick D. Johnson, Mayor/ Director
	Brandon Brooks, Director
	Phil Roberts, Director
Absent:	Cynthia Rushing, Ex-Officio Member / Treasurer
Staff Present:	Jon Branson, General Manager
	Kristin Edwards, Economic Development Director
	Rhomari Leigh, Board Secretary
	Curt Kelly, Engineering & Planning Administrator
	George Fuller, Director of Municipal Services
	Ariel Callis, Economic Project Manager
	Jade Jones, Community Events and Tourism Manager
	Renee Edgar, Records Manager
	Tamesha Hampton, Finance Administrative Assistant
Attendees:	Amy Reid, Small Business Development Center (SBDC)

(3) CONFLICT OF INTEREST DECLARATION

There were none.

(4) PUBLIC COMMENTS

There were none.

(5) Consider Approval of the February 5, 2025 TCEDC Meeting Minutes.

Motion by Vice-Chairperson Randy Dietel, Seconded by Director Phil Roberts

Vote: 4 - 0 CARRIED

(6) NEW BUSINESS

(a) Discussion and possible action on Resolution No. 2025-07, approve and adopt park rules and food truck vendor application for the 6th Street Community Plaza.

Kristin Edwards, Economic Development Director, recommended approving the 6th Street Community Plaza rules and food truck vendor application packet for the 6th Street Community Plaza.

Motion by Director Phil Roberts, Seconded by Vice-Chairperson Randy Dietel

Vote: 4 - 0 CARRIED

(b) Discussion and possible action on Resolution No. 2025-08, authorizing a TCLM Chamber Membership Grant for Front Porch Coffee in an amount not to exceed $500.

Dedrick D. Johnson, Mayor/ Director, attended the meeting at 4:04 p.m.

Kristin Edwards, Economic Development Director, recommended approving the TCLM Chamber Membership Grant to Front Porch Coffee in an amount not to exceed $500.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Vice-Chairperson Randy Dietel

Vote: 5 - 0 CARRIED

(c) Discussion and possible action on Resolution No. 2025-09, approving a sponsorship not to exceed $5,000 supporting the Dr. Warren Nichols “Gone Fishing” retirement scholarship gala.

Kristin Edwards, Economic Development Director, recommended approving sponsorship supporting the Dr. Warren Nichols “Gone Fishing” retirement scholarship gala.

Motion by Vice-Chairperson Randy Dietel, Seconded by Mayor/ Director Dedrick D. Johnson

Vote: 5 - 0 CARRIED

(d) Discussion and possible action on Resolution No. 2025-10, approving a 6th Street Signage Incentive Agreement for Doodle Me Up Grooming Salon, located at 413 6th Street.

Kristin Edwards, Economic Development Director, recommended approving a signage incentive for Doodle Me Up Grooming Salon.

Motion by Director Phil Roberts, Seconded by Director Brandon Brooks

Vote: 5 - 0 CARRIED

(e) Discussion and possible action on Resolution No. 2025-11, approving a 6th Street Signage Incentive Agreement for Lercy's Diner, located at 513 6th Street.

Kristin Edwards, Economic Development Director, recommended approving signage assistance in the amount of $1,260 in EDC funds to Lercy's Diner.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Vice-Chairperson Randy Dietel

Vote: 5 - 0 CARRIED

(f) Discussion and possible action on Resolution No. 2025-12, authorizing a Business Improvement Grant (BIG Grant) for Species Gym – Texas City for an amount not to exceed $15,000.

Jon Branson, Executive Director of Management Services, stated to the board that information about the previously awarded amount and photos of the damage would be gathered; to show the board the need for the request.

Motion by Director Phil Roberts, Seconded by Vice-Chairperson Randy Dietel to table this item.

Vote: 5 - 0 CARRIED

(g) Discussion and possible action on Resolution No. 2025-13, renewal of a services agreement between the City of Texas City Economic Development Corporation and the Bay Area Houston Economic Partnership (BAHEP).

Kristin Edwards, Economic Development Director, recommends renewing the services agreement with the Bay Area Houston Economic Partnership (BAHEP). Kristin also thanked Brian Freedman from BAHEP for coming to the meeting.

Motion by Mayor/ Director Dedrick D. Johnson, Seconded by Vice-Chairperson Randy Dietel

Vote: 5 - 0 CARRIED

(7) UPDATES AND REPORTS

(a) Small Business Development Center Update

Amy Reid, from SBDC, gave a brief update on the Small Business Success Series.

(b) City of Texas City Staff Update

Kristin Edwards, Economic Development Director, gave an update on the department and welcomed Brandon Brooks to the board. Kristin also stated that TCISD representatives were not in attendance and that Alexis Kopp would be moving to a different school district, but she knows that TCISD is in good hands.

Jon Branson, Executive Director of Management Services, gave an update on Shoal Point.

(8) REQUEST AGENDA ITEMS FOR FUTURE MEETINGS

There were none.

(9) ADJOURNMENT

Having no further business, Mark Ciazaglia adjourned the meeting at 4:32 p.m.

_____
Board Secretary
Texas City Economic Development Corporation

Date Approved: _____

TCEDC Agenda **6. a.**

Meeting Date: 06/04/2025

Approve proposal for professional services for the development of a Preliminary Engineering Report (PER) for a Shoal Point entry road.

Submitted For: Kristin Edwards, Economic Development

Submitted By: Kristin Edwards, Economic Development

Department: Economic Development

ACTION REQUEST (Brief Summary)

Approve proposal for professional services for the development of a Preliminary Engineering Report (PER) for a Shoal Point entry road.

BACKGROUND

The City of Texas City and the Texas City Economic Development Corporations have historically received interest from potential industrial partners to develop projects on Shoal Point. However, the lack of an access road connecting Shoal Point to FM 197 has consistently been a mitigating factor in their site searches and final investment decisions.

In the last two years, three (3) industrial projects have approached the City as well as the Texas General Land Office about using property on Shoal Point for potential projects. Through ongoing discussion, the need for a Shoal Point entry road remains one of the largest concerns. Simply put, developing a roadway connecting FM 197 to Shoal Point is a crucial step toward utilizing hundreds of acres of industrial-zoned property in Texas City. To begin the process of potentially constructing a road, staff issued a Request for Proposals (RFP 2025-468) for a Preliminary Engineering Report (PER) which would accomplish two major goals:

1. Conduct a route study to determine the most viable entry path from FM 197 onto Shoal Point; and
2. Complete 30% of the design for the entry road with a utility corridor included.

RFP 2025-468 was issued on December 2, 2024, and by the submittal deadline in January 2025, two firms submitted responses, including Colliers and Schaumburg & Polk.

A small team was assembled, including Mayor Dedrick Johnson, City Engineer Kim Golden, Public Works Director Jack Haralson, Executive Director of Management Services Jon Branson, and Economic Development Director Kristin Edwards. The team reviewed both responses and conducted individual interviews with each firm, and Colliers was identified as the firm with the most applicable experience to the project. The team then developed questions related to Colliers' response and provided them for feedback.

The proposal attached to this item details the services and deliverables to be provided during two phases: A route study to identify three (3) possible routes, and a PER which will result in 30% of the design for the project.

Today, we recommend the TCEDC Board approve the full proposal, with a total cost of

$467,409. This will allow staff to move forward into the first phase of the project, which will include extensive stakeholder insight and provide the information needed to complete phase 2.

ANALYSIS

Approve proposal for professional services for the development of a Preliminary Engineering Report (PER) for a Shoal Point entry road.

ALTERNATIVES CONSIDERED

Attachments

Colliers - Final proposal

Colliers - Memo with answers

Resolution

13501 Katy Freeway Suite 1350
Houston, Texas 77079
Main: 877 627 3772

TBPLS Reg. 10194550 • TBPE Reg. F-14909 • TBPG 50617

Colliers
Engineering
& Design

VIA E-MAIL
March 5, 2025 **– Revised April 24, 2025**

Kristin Edwards
Director of Economic Development
City of Texas City
1801 9th Avenue North
Texas City, TX 77590

Proposal for Professional Services
Preliminary Engineering Report for Shoal Point Entry Road
RFP No. 2025-468
CED Proposal No.: 24013577P

Dear Ms. Edwards,

Colliers Engineering & Design, Inc. is pleased to submit this proposal to provide professional engineering services for the preparation of a preliminary engineering report (PER) for the design and construction of an access road to Shoal Point in the City of Texas City. CED's understanding of the City's project is as follows:

Project Location
Shoal Point is a 1,000-acre area south of the City's industrial complex. The area is a peninsula bounded by the Texas City Industrial Canal on the North, East, and South, and privately owned industrial site for Dow Chemical to the west. The entirety of the area is within the City's heavy industrial zone (Zone H), according to the City's Zoning Map. Public Records indicate that a portion of Shoal Point is owned by the City of Texas City with another section owned and managed by the Texas General Land Office. Access to Shoal Point is currently limited to a gravel road from Loop 197, traversing private properties including the Dow Chemical Company and the Gulf Coast Authority.

Project Objectives
There has been increased interest and desire to construct new industrial uses at Shoal Point. To facilitate adequate development within Shoal Point, the construction of a new road from Loop 197 to the prospective development site is essential. Review of current aerials and the existing access road indicates that the Entry Road to Shoal point will have an approximate length of 17,600 feet. Additionally, the site area will require the extension of utilities and drainage infrastructure. CED's objective will be to prepare a Preliminary Engineering Report that analyzes possible alternatives for the development of an access road to Shoal Point. The proposed route alternatives will be determined by various factors ranging from vehicular accessibility, environmental conditions, traffic effects, geotechnical conditions, and hydraulic analysis. CED will implement a multi-disciplinary approach to evaluate all the proposed alternatives, including a cost-benefit analysis for each alternative. The report will conclude with a recommendation for an alternative and a discussion of next steps required to move the project into the Final Design/Bidding & Construction Phase.

Given the significant differences between the proposed route alternatives, we recommend a two-phased approach for this project:

Phase 1: Alignment Alternative Evaluation
This phase will focus on conducting the necessary analysis to determine a preferred route. It will include:

- Evaluating existing conditions.
- Analyzing potential environmental impacts.
- Assessing feasibility and cost-effectiveness of each alternative.

Phase 2: Preliminary Engineering Report (PER)
This phase will involve a more in-depth investigation of the preferred route, including:

- Preliminary engineering design.
- Development of construction plans.
- Preparation of environmental permitting documents.

This phased approach provides the City with a clear roadmap for project execution and ensures that the chosen route is thoroughly vetted before proceeding with detailed design and construction. It also allows the City to have the necessary documentation ready for environmental permitting upon completion of Phase 2.

This proposal is divided into eight sections as follows:

Section I – Phase 1 Scope of Services
Section II – Phase 2 Scope of Services
Section III – Project Fees
Section IV –Project Schedule
Section V – Client Contract Authorization

The order in which the following scope of services are presented generally follows the sequence in which the project will be accomplished; however, depending on the project, the various authorized services contained in this proposal may be performed in a sequence as deemed appropriate by Colliers Engineering & Design to meet project schedules.

Section I – Phase 1 Scope of Services

Based on our conversations and information noted above, we propose to complete the following:

1.0 Project Administration

The project administration task includes all required efforts to manage the project to ensure the project progresses according to schedule. Project administration is broken down into two (2) sub-categories, project management and project coordination as described in detail below:

1.1 Project Management

This task shall include all the effort required to initiate project and set project parameters, attend meetings and prepare meeting minutes, prepare and track a project schedule, and manage resources for project execution. Before meetings, agendas and any necessary presentation materials will be prepared. After the meeting, minutes will be issued to document key decisions, action items, attendees, and discussions during the meeting. This process is required to ensure accurate and valuable records of the meeting proceedings.

Deliverable: Attendance to project meetings, meeting minutes, project progress memorandums.

1.2 Project Coordination

This task shall include all effort required to conduct client and stakeholder communications, due diligence coordination with public and private entities, and review regulatory requirements. Information regarding coordination with outside agencies will be summarized and submitted to the City in periodic project progress memorandums.

Deliverable: Project progress memorandums.

2.0 Environmental & Natural Resources & Permitting

2.1 Desktop Study

CED will prepare a preliminary environmental review summarizing potential issues identified for each alternative route identified through available GIS data and aerial imagery, desktop data analysis, and/or during the field survey completed per USACE, USFWS, TCEQ, and MNFS Guidance. These items will be reviewed within and/or adjacent to the subject property dependent on resource. Along with a summary of potential environmental issues, **CED will provide table highlighting potential local, state, or federal authorizations required prior to construction along with an estimated lead time for any required items.** The PER will include, but will not be limited to, the following components:

- Wetlands, Surface Waterbodies and Floodplains
- Threatened and Endangered Species and Critical Habitat
- Migratory Birds and Eagles
- Known Cultural Resources
- Known potential site contaminants and concerns
- Potential Agency Permitting Plans
- Potential Compensatory Mitigation Costs

Once identified through these initial assessments and discussions with design teams and the client, CED can provide a refined scope of work and fee associated with any additional environmental permitting or survey items identified during completion of this PER.

2.2 Initial Agency and Stakeholder Consultation

CED proposes to initiate and complete consultation with the following agencies as an initial scope item to confirm the permits identified during the desktop study:

- US Fish and Wildlife
- USACE Galveston District
- National Marine Fisheries Service
- Texas Park and Wildlife
- Texas Historical Commission

These initial consultations will be key to introducing the project to regulatory agencies, confirming potential surveys and permitting requirements that will be required, and providing clarity on potential project permitting schedules.

Additionally, CED assumes that meetings with additional stakeholders identified by the project team will be required. As such senior Environmental Services staff have allotted time to review potential permitting challenges that may require coordination with additional project stakeholders.

Deliverable: Preliminary Environmental Assessment Report (to be included in Preferred Alternatives Report).

3.0 Geotechnical Analysis

This task will involve a geotechnical desktop review to evaluate existing conditions and anticipated risks, on a preliminary basis, related to general development and construction for each of the three (3) layout options currently under consideration. Following desktop review and based on the City's decision regarding the most feasible option, we will complete a preliminary geotechnical exploration and report for the selected layout to provide preliminary geotechnical recommendations based on laboratory testing, field exploration, and engineering best practices.

3.1 Desktop Geotechnical Evaluation

We will perform a desktop geotechnical evaluation for each of the three (3) proposed alternative layouts presented in the document entitled, "250214 24013577P – Texas City Layouts", dated February 14, 2025, prepared by Colliers Engineering & Design, to identify potential geotechnical risks that could affect the proposed development. Existing geotechnical reports provided by the City, published soil and subsurface data from USDA and USGS, along with other publicly available data will be utilized in this review.

After completion of the desktop geotechnical evaluation, we will prepare a letter report containing our findings and general geotechnical considerations for each of the three (3) alternate layouts regarding:

- Risk ratings for potential geotechnical hazards;
- Potential impacts to site development;
- Next steps for general development and construction.

Deliverable: Desktop Geotechnical Evaluation Letter Report.

3.2 Post Report Consultation and Meetings

This section of the proposal will be to provide additional engineering consultation beyond the scope of this proposal. This includes, but is not necessarily limited to, providing report revisions, additional engineering input, and participation in meetings and teleconferences, as ownership decides future courses of action.

Because it is impossible to anticipate the amount of time necessary for these services, this Task will be billed on an hourly basis in accordance with our Fee Schedule. We recommend an initial budget allowance of $2,000.

Deliverable: Meeting Attendance

4.0 Roadway Design

4.1 Data Collection

The design support phase of this task shall include all effort required to organize and incorporate all the data and analysis from the Design Support task. This includes preparing aerial survey and existing utility data, establishing limits of areas of environmental concern, accounting for existing traffic patterns and tendencies, and confirming flood analysis information. This information will be compiled into a comprehensive base map, which will be the basis for Preliminary Roadway Design.

4.2 Preliminary Roadway Alternatives Design

The development of roadway design alternatives task will consist of identifying potential roadway corridors, considering factors like topography, environmental constraints, and land use. Within each roadway corridor, multiple preliminary alignments are developed, carefully considering factors such as grades, curves, and sight distances while adhering to relevant design standards and guidelines.

These alignments are then evaluated comprehensively. This includes assessing environmental impacts on wetlands, streams, channels and other sensitive areas; evaluating constructability factors like earthwork quantities and potential challenges; and incorporating input from stakeholders like local residents and agencies.

Finally, each alternative will be depicted in an exhibit to be included in the PER. The rationale behind the selection of each alignment option shall be documented, considering the factors evaluated, the trade-offs made, and how these decisions contribute to the overall project goals.

Deliverable: Roadway Corridor Alternative Exhibits (to be included in PER).

5.0 Preferred Alternative Report

This task will include the efforts required to produce a Preliminary Engineering Report that will include design alternatives and establish a preferred alternative. The Preliminary Engineering Report will compile and summarize the information gathered in the data collection & design support tasks, as well as summarize the preliminary engineering design tasks.

5.1 Preliminary Opinion of Probable Construction Costs

The preliminary opinion of probable construction costs task will include efforts to produce an estimate of the construction costs for each alternative of the proposed improvements. This task includes producing a list of work items, along with the associated lump sum cost for the items of work. In lieu of a lump sum cost, an index of line-item costs derived from previous projects or agencies may be used to generate individual item costs based on the quantities of materials needed for each item of work. These estimates of probable construction costs are shared with the City to help inform and guide budgeting and funding coordination efforts required to be completed prior to the Bidding and Construction Phase.

Deliverable: Opinion of Probable Construction Costs Alternatives (to be included in PER).

5.2 Cost Benefit Analysis

This task shall include all the efforts for evaluating each of the design alternatives by comparing the anticipated benefits and costs related to each approach. This task will be used to assist the City in determining which design alternative provides the best overall value for the proposed improvements. The cost benefit analysis will be summarized into a chart to list the direct and indirect costs and benefits related to each design approach to evaluate the different public and environmental impacts the project may have.

Deliverable: Cost Benefit Analysis Chart (to be included in PER).

5.3 Report Preparation

A Preferred Alternatives Report, guided by the analysis and data collected, will be prepared. The report will generally summarize all findings from Phase I tasks and include maps and exhibits that illustrate the alternative routes reviewed under Phase I. The report will conclude with a recommendation of a preferred alternative for the access roadway route.

Deliverable: Preferred Alternatives Report.

6.0 QA/QC

Throughout all phases of the tasks described above, CED follows an established protocol of Quality Assurance and Control (QA/QC). This is necessary to ensure the deliverables meet company standards and are adequate for bidding and construction.

Deliverable: QA/QC checklist and progress reports can be shared with the City upon request.

Section II – Phase 2 Scope of Services

1.0 Project Administration

This task will be a continuation of the project administration tasks established in Phase I of this proposal. The project management and coordination efforts under this phase will apply to Phase II tasks, culminating in the completion of a Preliminary Engineering Report (PER).

1.1 Project Management

This task encompasses all necessary efforts to effectively initiate, plan, and manage the project. This includes:

- Project Initiation and Parameter Setting: Defining project scope, objectives, and key performance indicators, as well as establishing clear roles and responsibilities.
- Meeting Management: Attending meetings, preparing agendas and presentation materials beforehand, and issuing detailed minutes afterward to document key decisions, action items, attendees, and discussions. This meticulous documentation ensures accurate and valuable records of meeting proceedings.
- Schedule Management: Developing and maintaining a comprehensive project schedule, tracking progress, and proactively addressing any potential delays or scheduling conflicts.
- Resource Management: Effectively allocating and managing project resources, including personnel, equipment, and budget, to ensure efficient project execution.

Deliverable: Attendance to project meetings, meeting minutes, project progress memorandums.

1.2 Project Coordination

This task encompasses all necessary efforts to ensure effective communication and coordination throughout the project. This includes:

- Client and Stakeholder Communication: Maintaining open and consistent communication with the City and all stakeholders, providing regular updates and addressing any concerns.
- Due Diligence Coordination: Coordinating with public and private entities to gather necessary information and ensure compliance with all applicable regulations.
- Regulatory Review: Thoroughly reviewing and understanding all relevant regulatory requirements to ensure project compliance.

All coordination efforts and findings will be summarized and submitted to the City in periodic project progress reports.

Deliverable: Project progress memorandums.

2.0 Survey

This task includes all effort required to perform a topographic survey of only the selected preferred route for Shoal Point Entry Road.

2.1 Boundary and Topographic Survey

The survey project will cover approximately 17,700 linear feet of access road and involve about 13 subject parcels situated exclusively along the chosen preferred route. Field activities will include collecting all necessary property corner monuments and boundary evidence. Utility structures and features, as identified by a Quality Level D and C SUE investigation, will be located. Additionally, topographic features, existing improvements, will be captured. All the above listed items will be captured using conventional survey methods, not LiDAR scanning. A base map in CAD format will be produced for the use of the design team.

After the fieldwork, a boundary analysis will be performed to establish the approximate boundary lines for the subject properties based on the collected evidence. If required by the project specifications, a Survey Control Map may also be provided as a deliverable.

2.2 Survey Control Points

During survey field operations, three (3) to four (4) permanent primary project control monuments (Control Points and Benchmarks) will be established and documented. Additionally, eight (8) to ten (10) secondary control points will be set.

2.3 Desktop Deed & Title Search

Desktop deed research involves a preliminary investigation of subject and adjacent property's boundary locations. CED will begin by obtaining publicly available copies of the property's deeds, easements, and plat records from sources like the county clerk's office or online databases. Review of these documents shall not include establishment of full chain of titles and will not constitute a title commitment.

2.4 Survey Review and QA/QC

QA shall encompass the proactive strategies and documented procedures established before and during the survey process to prevent errors, including rigorous equipment calibration schedules for instruments like total stations and GNSS receivers, adherence to established fieldwork methodologies, and clear project planning defining required accuracies and deliverables. QC will involve the reactive checks and verification steps performed after specific tasks are completed to detect and correct errors, such as independent reviews of field notes, calculation checks for traverse closures and boundary resolutions, data validation, peer review of drafted maps and plats against calculations and field data, and a final comprehensive review of all deliverables for completeness, accuracy, and adherence to standards before they are issued.

Assumptions

The surveyor will be granted Right of Entry (ROE) to approximately 20 properties (around 13 subject properties and 7 adjacent properties) for data collection along the project site. Some oil/gas facilities may require safety training for site access. This estimate accounts for a few days of training and check-in time; any additional standby time will be negotiated separately.

Deliverable: Topographic Base Map with Approximate ROW (to be used for Preliminary Engineering Exhibits) & Survey Control Map.

3.0 Environmental & Natural Resources & Permitting

3.1 Ecological Study

The CED Team for this survey will consist of one crew staffed by one Lead Biologist and one Assistant Biologist. Surveys and assessments for wetlands, waterbodies, federally and state listed protected species habitat, and marine resources per agency requirements. This on-ground survey will refine potential project impacts identified in Phase I of this proposal.

CED will prepare separate reports for the following ecological surveys completed for use in subsequent permitting actions:

- Wetlands and Waterbodies Survey to support USACE Permit Application
- Protected Species Habitat Assessment to support clearance under Section 7 of the Endangered Species Act
- Marine Resources Summary Report

3.2 Terrestrial Cultural Resources Investigation

CED will conduct a Phase I Cultural Resource Survey to investigate areas adjacent to potentially jurisdictional Waters of the United States (WOTUS) and areas identified through the preliminary records review and environmental permitting process. Investigations will be conducted in accordance with the Texas Historical Commission Guidelines and National Historic Preservation Act (NHPA) Section 106 standards.

Following the completion of fieldwork and analysis, CED will prepare a draft report detailing the results of the Phase I Cultural Resource Survey. All reporting will follow the Texas SHPO guidelines and will be consistent with NHPA Section 106 requirements and 36 C.F.R. § 800.11. The report will document all field methodologies, findings, and any cultural resources identified during the survey. It will also include previous investigations in the area, natural and cultural environmental background information, methodology employed during the investigation, the content and extent of any cultural resources encountered, recommendations for further work (if appropriate), and evaluations of cultural resources for eligibility for listing on the NRHP.

There are no known cultural resources within the potential project area and this scope and fee assume that no new cultural resources will be identified within the project area. Should a site be identified, the City will be notified and the potential change addressed at that time.

3.3 Mitigation Estimate Update and Design Input

Utilizing the best available data (see Phase II or Phase III Scope below), CED has allotted budget to allow senior staff to refine potential mitigation fees and project design restrictions with the city and engineering teams to allow for the most accurate depiction of next steps required upon completion of the final Preliminary Engineering Review report.

While desktop data from Phase I will allow for estimate of mitigation and design constraints field data collected per agency standards would allow for a refined estimate and initial design. CED

expects the potential difference is potential mitigation costs to be no more than 20% between desktop and field survey tasks listed below.

Field Surveys will be required in order to complete Phase III of the project.

Deliverable: Environmental Assessment Report (to be included in PER).

4.0 Geotechnical Analysis

This task will involve a geotechnical desktop review to evaluate existing conditions and anticipated risks, on a preliminary basis, related to general development and construction for each of the three (3) layout options currently under consideration. Following desktop review and based on the City's decision regarding the most feasible option, we will complete a preliminary geotechnical exploration and report for the selected layout to provide preliminary geotechnical recommendations based on laboratory testing, field exploration, and engineering best practices.

4.1 Preliminary Geotechnical Exploration and Report

Based on our conversations and information noted above, CED will perform a preliminary geotechnical exploration at Shoal Point to support the preliminary design of the preferred alternative selected from the Phase 1 evaluation of the three (3) alternatives. This task assumes preliminary evaluation of pavement improvements for both the existing road and areas without established pavement, as well as preliminary evaluation of bridge abutments.

A. CED will provide a subcontractor to mobilize all terrain mounted drilling equipment to perform Standard Penetration Test (SPT) borings along the proposed access road and at proposed bridge abutments to visually classify the subsurface soils, evaluate groundwater conditions, and obtain soil samples for laboratory testing. We will perform up to 8 borings as follows: up to six (6) borings will be performed along the roadway alignment, which will be advanced to depths of ±10 feet below the ground surface (BGS), and two (2) borings will be performed at the proposed bridge abutments (one (1) boring at each abutment), which will be advanced to depths of 100 feet BGS or a minimum of 20 feet into suitable bearing material, whichever occurs first. . We have allotted three **(3) days of drilling** to explore the site.

B. The subsurface exploration program will be performed under the full-time supervision of a geotechnical specialist who will observe and log the explorations, collect soil samples, and will be acting under the direction of a licensed geotechnical engineer. Explorations will be field located by our representative using hand-held GPS equipment and/or by measuring from existing site features using conventional taping methods. Boring locations may be offset as needed depending on access and existing site conditions (e.g., utilities, structures, obstructions, etc.).

C. Representative samples obtained from the explorations will be subjected to limited laboratory testing to evaluate general engineering characteristics. Such testing will likely include moisture content, grain-size distribution, Atterberg limits, California Bearing Ratio (CBR), Modified Proctor, and one-dimensional consolidation testing.

D. We will prepare a report that contains the results of the field and laboratory testing, as well as our preliminary geotechnical recommendations for the project, including but not limited to:

   a. Exploration location plan.
   b. Individual soil profile logs, including groundwater levels.
   c. Laboratory test results.
   d. Earthwork recommendations, including suitability of on-site materials for re-use as structural fill or backfill and compaction requirements.
   e. Bridge foundation considerations.
   f. Lateral earth pressure parameters.
   g. Seismic design considerations.
   h. Control of surface water and groundwater
   i. Pavement design parameters.

This task assumes that a bridge component will be included in the proposed layout and marine explorations at not necessary for preliminary design. This pricing may be reduced if a layout with a bridge component is not selected.

General Geotechnical Procedures

The subcontractor shall be responsible for requesting public utility mark outs; however, the client shall be responsible for providing us with available information for private on-site utilities. CED is also providing subsurface utility designation services for private utilities as a separate task within this proposal. We will perform our explorations in areas clear of marked utilities; regardless of the level of effort we cannot be held responsible for damage to utilities that are not marked, incorrectly marked, or otherwise not physically exposed by Level 'A' locating techniques.

Due to the nature of the work, some disturbance and settlement should be anticipated at and between the exploration locations. It will be the option of the client to maintain the grade at each test location should settlement occur. In particular, the drilling equipment may leave track marks and ruts in unvegetated areas. Repair of these areas is not included in the cost of this proposal and will need to be provided by others.

The Client will provide any available project information as it relates to the services provided herein. The client agrees to indemnify, hold harmless, and defend Colliers Engineering & Design and any of Colliers Engineering & Design 's employees from and against all loss, injury, damage, and legal liability, including attorney's fees and other costs of defense arising out of any structural damage, utility damage, or boring settlement.

The test borings will each be advanced utilizing solid-stem/hollow-stem auger and/or mud-rotary drilling techniques. Soil samples will be obtained from within the borehole by means of a standard two-inch outside-diameter split spoon sampler advanced in accordance with ASTM Designation D-1586 for the Standard Penetration Test.

Soil samples will be classified in the field and transported to our office for further review and evaluation, as necessary. The samples will be stored for a period of 60 days from the date of our report, unless otherwise negotiated with the Client.

Notes and Assumptions

- The Desktop Geotechnical Evaluation is based solely on available data and general industry standards.
- The fees for field tasks are based on 8 hours/day, non-union, non-prevailing wage. We will notify you if additional field time is required to complete the work herein.
- Unrestricted access to the subject property will be provided by the Client on the dates and times requested.
- The exploration locations are accessible to ATV-mounted drilling equipment.
- It is assumed that exploration locations will be accessible without the need to clear trees or vegetation, or traffic control services. Additional charges will apply should clearing, traffic control, and/or remobilization be required to access boring locations. We will notify the Client if this requirement is identified, as work proceeds.

We will attempt to complete the proposed work in the anticipated time frame. Should delays prevent completion of the proposed scope of services as planned, we will contact the Client to discuss options for extending field time.

Deliverable: Geotechnical Report (to be included in PER).

5.0 Traffic Analysis

5.1 Traffic Impact Analysis

CED will perform a Traffic Impact Analysis at the intersection of Loop 197 & Shoal Point Entry Road in the City of Texas, Texas. The purpose of the Traffic Impact Analysis is to review future traffic projections and operations associated with the Shoal Point Entry Road project as well as future developments by others in the area. To this end, the following is proposed for this project:

1. Field Investigation. A field observation will be conducted to obtain an inventory of existing roadway geometries, traffic control operations, signage, lane markings, locations and geometry of adjacent driveways, existing sight restrictions and to observe the daily operations of the roadway system and existing traffic patterns in the area immediately adjacent to the subject intersection.
2. Coordinate with Stakeholders. CED will coordinate with City Staff, TxDOT, Police Department and Property Owners in the area to understand critical operational and safety needs at Loop 197 & Shoal Point Entry Road.
3. Existing Traffic Data Processing and Review. CED will review the existing weekday 13-hour and weekend peak hour traffic volume data at the subject intersection.
4. Future Volume Forecasting. CED will project future traffic volumes based upon population growth and development near the subject intersection.
5. Capacity Analyses. Capacity analyses will be conducted to evaluate the existing and future operation and level of service of the subject intersection. The study intersection will be analyzed for the weekday AM and weekday PM peak hour periods. The Regional Transportation Plans and adjacent developments (by others) will be considered in the capacity analysis.

6. Sight Distance. A sight distance evaluation will be performed based on the current AASHTO policy.
7. Auxiliary Lane Evaluation. The intersection turn lane configurations will be reviewed with respect to the capacity analysis and turn lanes warrants.
8. Improvements Recommendation. The recommended intersection improvements will be detailed in the Traffic Impact Study.

Deliverable: Traffic Impact Analysis Report (to be included in PER).

5.2 Signal Warrant and Crash Analysis

Our office will prepare a Traffic Signal Warrant Analysis at the T-intersection of Loop 197 & Shoal Point Entry Road, following the methodology outlined in the Texas Manual on Uniform Traffic Control Devices (TMUTCD). To complete the warrant analyses, hourly approach traffic volume data must be collected over a 13-hour period and analyzed. Accordingly, we propose the following:

- Count and tabulate the hourly weekday traffic volume data to develop northbound and southbound "major road approach volumes" for Loop 197.
- Count and tabulate the hourly weekday traffic volumes data to develop westbound "minor road approach volumes" for Shoal Point Entry Road.
- Using the summarized major road and minor road hourly volumes, compare the TMUTCD traffic volume warrants with the resulting traffic volumes, to determine whether signalization is warranted.
- Prepare a summary table outlining the major and minor road traffic volumes for each study hour and whether or not the appropriate traffic volume warrant criteria is satisfied.
- Include the necessary 8-Hour, 4-Hour and Peak Hour Traffic Signal Warrant graphs with the hourly traffic volume data plotted on the representative graphs.

Additionally, a crash analysis will be conducted at the intersection of Loop 197 & Shoal Point Entry Road. Our office will review the most recent three-years of crash data. We will review crash rates to statewide averages and review crash trends, severity and types/contributing factors. The results of the Traffic Signal Warrant and Crash Analysis will be summarized in a report including the necessary back-up data, summary tables and graphs

Deliverable: Signal Warrant and Crash Analysis (to be included in PER).

5.3 Traffic Data Collection

Turning Movement Counts (TMCs) will be conducted at the intersection of Loop 197 & Shoal Point Entry Road in the City of Texas, Texas. The TMCs will be conducted specifically while local schools are in session and not on any holidays. A 13-hour weekday traffic count will be conducted from 6AM-7PM to provide adequate data to support the capacity analysis and a traffic signal warrant. The traffic count data will include passenger vehicles, trucks, and non-motorized traffic. The traffic counts will be conducted using MioVision video cameras, which can provide video insight into the queueing and operations of the study intersection. Please note, it will typically take one week to schedule counts and notify the City. It will take one additional week to process the count data to be suitable for the traffic analysis.

Deliverable: Traffic Data Collection report (to be used in Signal Warrant and Crash Analysis).

6.0 Bridges & Structural Design

As part of Phase 2 of the project, our Bridges & Structures team will develop their portion of the Preliminary Engineering Report (PER) and 30% design plans based on the Preferred Alternative 3. For the PER, they will provide written descriptions of the required structural work, including the Mechanically Stabilized Earth (MSE) walls and a culvert, along with preliminary cost estimates for each. The MSE walls will support the proposed roadway as needed on each side, while the culvert will be located at the southeast corner of the State Highway Loop 197 bridge, below the proposed roadway entrance, to ensure proper drainage is maintained. The preliminary design will be limited to a general layout of the retaining walls/MSE walls and culvert, as well as approximate spans and structure types. Advanced design details, such as rebar designs, are not included within this scope.

Exclusions and Assumptions

- During phase 1 investigations, only presently available information will be studied and no new site investigations, borings, surveys etc. will be conducted as part of this work;
- Hourly rates that make up the fee proposal are valid for project duration, expected to conclude within a year of proposal submittal;
- A total of 6 hours per phase will be dedicated for staff attending project coordination meetings. Meeting attendance for issues outside of the scope of phases 1 and 2 work is excluded from the fee;
- Attendance at meetings beyond those listed in this proposal (assumed one 2-hour meeting per month for three months);
- Engineering analysis, design and plans (unless *outlined* above);
- Design of other structures not specifically included above;
- Pre-engineered elements, other than specifying design criteria;
- Structural material testing, or core sampling;
- Rental of Equipment;
- Bidding and Construction support services unless outlined above;
- Special inspections, reports or signoffs;
- Legal Testimony;
- Application fees and escrow deposits for any regulatory review agencies;
- Changes or revisions beyond our control or changes in basic concept after design service has been accomplished;
- Substantial plan revisions, changes, or preparation of additional design support documents requested during the course of the review of the project;
- Design of any mechanical, electrical, and plumbing systems;
- Civil/Site design elements, such as sidewalks, retaining walls, soil retainage, site stairs, landscaping, hardscaping, etc.;
- Design of site drainage system and/or any flood zone related design issues;

Our service does not include any services related to means and methods of construction such as shoring, bracing, sheeting, temporary framing and any other temporary or permanent stability and safety measures.

Deliverable: Bridge and Structural Design (to be included in PER).

7.0 Roadway Design

This task encompasses all tasks related to the preliminary design of the proposed road improvement alternatives. Additionally, the efforts completed under this task will define the entry road alternatives and identify potential opportunities and challenges associated with each alternative. This task includes preparing conceptual design/plans for City & stakeholder review and comment

7.1 Civil Engineering Designs

The Civil Engineering Designs effort shall include all engineering design required to provide a preliminary (30% complete) design of the preferred alternative road route. This shall include analyzing the existing drainage area and overland sheet flow involves a comprehensive assessment of the existing topography, soil types, and rainfall patterns to determine how stormwater currently flows across the site. Additionally, this involves using hydrologic modeling software to simulate runoff and identify potential drainage issues. CED will develop a proposed drainage area and storm sewer design to effectively manage stormwater runoff, ensuring the new roadway and surrounding areas are adequately protected from flooding. This design considers factors such as pipe sizing, inlet placement, and detention pond requirements to comply with local regulations and protect water quality.

The roadway design part of this task encompasses the geometric layout of the road, including horizontal and vertical alignment, lane widths, and intersection configurations. This design considers factors such as traffic volume, speed limits, and safety standards to ensure a functional and efficient roadway. Signing and striping design to complement the roadway design, including the selection, placement, and sizing of traffic signs and pavement markings will also be included in this task.

7.2 Hydrologic and Hydraulic Analysis

This task shall include all effort required to perform a comprehensive hydrologic and hydraulic analysis for the Shoal Point Entry Road project. CED will conduct a thorough investigation to establish potential impacts from flooding and erosion on the various roadway design alternatives. The flood plain analysis shall include watershed delineation, rainfall analysis, runoff estimation, and existing conditions hydrograph development. The flood control task shall include modeling to simulate flow through culverts, bridges or other drainage structures proposed in the preliminary designs.

Deliverable: Hydraulic & Hydrologic Analysis Report (to be included in PER).

7.3 Drawing Preparation

This sub-phase will include the required effort to produce a full set of 30% complete construction plans for the proposed road, drainage, and utilities. The drawings will generally include a cover sheet, overall project layout, typical road cross-sections, plan and profile sheets, drainage design sheets, and sheets addressing standard construction details for proposed road components.

Deliverable: 30% Set of Plans (to be included in PER).

7.4 Preliminary Utility Design

The preliminary utility design task involves a series of tasks aimed at ensuring the safe and efficient integration of utilities with the new roadway infrastructure. Key tasks include accurately locating and mapping existing underground utilities, coordinating with utility companies to understand their future plans, and planning for the relocation of utilities that conflict with the roadway alignment. Furthermore, the design must consider the extension of necessary utilities to serve the new roadway and any adjacent development, while also implementing measures to protect existing utilities during construction.

CED will consider potential conflicts between the roadway and existing utilities, and identify any potential challenges related to the installation/extension of new utility lines. These conflicts and challenges will be summarized in a Utility Design Report to be included in the PER.

Deliverable: Utility Design Report (to be included in PER).

8.0 Preliminary Engineering Report

8.1 Opinion of Probable Construction Cost

A detailed opinion of probable construction costs (OPCCC), using quantities derived from the 30% preliminary engineering design will be prepared by CED. The OPCC will be included in the 30% drawings and will be broken down on a sheet-by-sheet basis that will correspond to the plan and profile sheet for the proposed roadway. At this preliminary design stage, the OPCC will also include a contingency cost, calculated as a percentage of the total construction cost, to account for additional construction items not fully designed at the 30% design stage.

8.2 Report Preparation

A Preliminary Engineering Report (PER), guided by the analysis and data collected, will be prepared. The PER will generally include the following:

1. Introduction. Will include precise project location and a clear statement of existing conditions. Additionally, will briefly explain the reasons for the intersection improvement project. Will conclude by defining a specific, measurable, achievable, relevant and time-bound goal for intersection improvements.
2. Existing Conditions. Will include a summary of the traffic analysis including traffic volume data, posted and observed speed data, and accident history. Additionally, will include a summary of the pavement condition assessment and subsurface geotechnical findings. The section will also include description of utility conflicts.
3. Alternatives Analysis. The section shall explore a range of feasible intersection improvement options that would adequately address the project goals. Each potential alternative will be described in detail accompanied by schematic drawings of each alternative. This description will be followed by an evaluation of the alternatives. The evaluation will analyze each option based on criteria such as cost effectiveness, traffic impacts, environmental impact, social and economic impacts, and sustainability. This section will close with a discussion of the

advantages and disadvantages of each alternative along with a recommendation of a preferred alternative that best meets the project objectives and minimizes adverse impacts.

4. Conclusions & Recommendations. The final section of the PER shall summarize the findings of the report. This section shall also present conclusions regarding the feasibility and desirability of the preferred alternative. The section will close with a recommendation on the next steps in the project development process outlining the final design, permitting, and construction process.
5. Appendices. Section includes supporting documentation such as traffic data, accident reports, pavement condition assessments, maps, and any other relevant information.

Deliverable: Preliminary Engineering Report.

9.0 QA/QC

Throughout all phases of the tasks described above, CED follows an established protocol of Quality Assurance and Control (QA/QC). This is necessary to ensure the deliverables meet company standards and are adequate for bidding and construction.

Deliverable: QA/QC checklist and progress reports can be shared with the City upon request.

10. Optional Services – Right-of-Way & Land Services

The services for Right-of-Way (ROW) acquisition will be provided for the three parcels involved in the project, addressing all aspects of negotiations, title review, appraisals, and coordination with the City and other stakeholders.

10.1 Negotiation Fee

The team will negotiate with landowners based on approved design plans and surveys. This includes attending appraisal inspections with certified appraisers, meeting landowners, and logging in all communications. Initial and final offers will be mailed via USPS certified mail, with efforts to meet landowners in person. If applicable, the team will encourage landowners to accept a Possession and Use Agreement. All counteroffers will be submitted to the City for review.

10.2 Title

The team will review and clear the title to meet the City's requirements. This includes coordinating title curative matters with WFG National Title Company and ensuring a smooth closing with the delivery of the title policy. Title insurance, closing fees, recording fees, and incidental title curative fees will be covered by the City.

10.3 Appraisals

The team will attend appraisal inspections with certified appraisers and meet landowners to gather necessary data. Approved appraisals will be analyzed before making any written offers to ensure alignment with appraised values. Counteroffers will be submitted to the City for approval.

10.4 Appraisal Review (as needed)

If required, the team will conduct an appraisal review, making any necessary adjustments. The team will attend project status meetings to provide updates on appraisals and negotiations.

Ongoing Reporting and Coordination: The team will provide weekly status reports and attend project status meetings as needed. The team will also review design plans and surveys to stay aligned with project scope and right-of-way requirements.

10.5 Condemnation Support (if needed)

If condemnation proceedings are required, the team will review the title and draft a Request for Eminent Domain Proceedings. The team will contact and sign up Special Commissioners, schedule hearings with all applicable joined parties, and ensure the presence of a court reporter. Notices of the hearings will be mailed via USPS certified mail to all parties joined, and the team will cause service upon the parties involved. If necessary, the team will attend the Special Commissioner Hearings to provide support. At the conclusion of the proceedings, the team will request the title policy to ensure proper documentation and finalization of the process.

Deliverable: The deliverables will include weekly status reports, offer documentation, title reports, appraisals, and final title policies.

Colliers Engineering & Design

Section III – Project Fees

Schedule of Fees

The Services will be provided for the fixed price amount of FOUR HUNDRED SIXTY-SEVEN THOUSAND, FOUR HUNDRED NINE DOLLARS (**$467,409.00**). The fee is divided into two phases as summarized below:

Phase Name	Fee
Phase I – Alignment Alternatives Analysis	$ 57,960.00
Phase II – Preliminary Engineering	$ 409,449.00
TOTAL SERVICES	**$ 467,409.00**

For your convenience, we have broken down the total estimated cost of the design project into the categories identified within the scope of services and tabulated in the Exhibit A – Level of Effort (LOE).

This Contract and Fee Schedule are based upon the acceptance of Colliers Engineering & Design's Business Terms and Conditions contained in Section II of this Contract. **Payment terms are NET30 of receipt of invoice.**

Exclusions and Understandings

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary, Colliers Engineering & Design may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees regarding the extra services.

This scope of work is limited to Phase I (Route Study) and Phase II (Preliminary Engineering Report) of the preliminary engineering design phase.

Section IV –Project Schedule

CED is prepared to start project mobilization immediately after receipt of a Notice To Proceed (NTP) from the City.

Project Schedule

Through communication with the City and information included in the RFP, CED understands that the preliminary design phase for this project, will take 420 calendar days from the date of the NTP.

Attached please find Exhibit C – *Preliminary Project Schedule* to be used for reference only, dates are subject to change based on date of receipt of an NTP.

Section V – Client Contract Authorization

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature	Date
Printed Name	Title

If you find this proposal acceptable, please sign where indicated above in Section IV, and return one signed copy to this office **Payment terms are NET30 of receipt of invoice**. This proposal is valid until (60 days per business terms).

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

Sincerely,

Colliers Engineering & Design, Inc.

Guillermo Benavides, PE, ENV SP
Department Manager
cf

Attachments: Exhibit A – Estimated Fees
Exhibit B – Level of Effort (LOE)
Exhibit C – Preliminary Project Schedule
Layout of Preliminary Alternatives

cc: Christopher Otto, PE, CFM, Colliers Engineering & Design (via email)

\\corp.collierseng.com\files\Projects\2024\24013577P\Proposal\Scope\250424 - Shoal Point Entry Road - PER - Scope.docx

Project Name

24013577P - Texas City - Shoal Point Entry - PER

Exhibit A - ESTIMATED FEES

		HOURS		
Phase I	**Alignment Alternatives Evaluation**	**275**	**$**	**57,960.00**
1	**Project Administration**	82	$	19,870.00
1.1	*Project Management*	34	$	8,450.00
1.2	*Project Coordination*	48	$	11,420.00
2	**Environmental & Natural Resources & Permitting**	31	$	5,120.00
3	**Geotechnical Analysis**	48	$	9,575.00
4	**Roadway Design**	40	$	8,165.00
4.1	*Data Collection*	17	$	3,450.00
4.2	*Preliminary Roadway Design*	23	$	4,715.00
5	**Preferred Alternative Report**	50	$	10,270.00
5.1	*Preliminary Opinion of Probable Construction Costs*	28	$	5,875.00
5.2	*Cost Benefit Analysis*	8	$	1,695.00
5.3	*Report Preparation*	14	$	2,700.00
6	**QA/QC**	24	$	4,960.00
Phase II	**Preliminary Engineering**	**1714**	**$**	**409,449.00**
1	**Project Administration**	65	$	18,250.00
1.1	*Project Management*	25	$	7,750.00
1.2	*Project Coordination*	40	$	10,500.00
2	**Survey**	612	$	115,580.00
3	**Environmental & Natural Resources & Permitting**	281	$	40,050.00
4	**Geotechnical Analysis**	79	$	33,134.00
5	**Traffic Analysis**	129	$	27,550.00
6	**Bridges & Structural Design**	100	$	20,140.00
7	**Roadway Design**	315	$	69,645.00
7.1	*Civil Engineering Designs (30%)*	123	$	23,865.00
7.2	*Hydraulics & Hydrology*	46	$	8,970.00
7.3	*Drawing Preparation (30%)*	169	$	32,325.00
7.4	*Utility Design (30%)*	23	$	4,485.00
8	**Preliminary Engineering Report**	108	$	20,820.00
8.1	*Opinion of Probable Construction Costs (OPCC)*	54	$	10,410.00
8.2	*Report Preparation*	54	$	10,410.00
9	**QA/QC**	25	$	5,030.00
10	**Optional Services - Right-of-Way & Land Services (L.S.)**	0	$	59,250.00
	TOTALS HOURS	1989		
TOTAL COST (PHASE I - ALIGNMENT + PHASE II ENGINEERING)			**$**	**467,409.00**

DATE: 4/24/2025

Project Name

240103779 - Texas City - Shoal Point Entry - PER

Exhibit B - LEVEL OF EFFORT (LOE)

Colliers Engineering & Design

EMPLOYEE NAME	Chris Otis	Nabil Gebrem.	Guillermo Benavides	John Wallin	Nicholas Aiello	Carlos Fuentes	Carl Bowers/Max Carter Rea	Logan Smart	Kyle Zigler	Field Survey	Stanford Nguyen	Justin Agar	Marcela Dean	Bobby Lehman / Mark Magno	Jacob Speck	Chase Jinks	Diana Hernandez Vides	Estimator / Engineer	Frances Buchanek	Steven Fox	Alex Tzavellas	CADD Tech	Sebastian Costello	Hannah Carr	Connor Chambers/ Evan Richie/ Hallcock	Celeste Rodgers	Dylan Jack	Title Research	C.J Hensch	Aileen Schwartz	Field Technician	Field Technician	Ariel Walker	TOTALS	
CLASSIFICATION	Senior Principal	Senior Principal	Principal/ Program Manager	Senior Principal	Senior Principal	Project Manager	Project Manager	Principal	Principal	Field Crew (2 person Crew)	Senior Project Engineer	Assistant Project Manager	RPLS, PM	Senior Project Engineer	Principal Investigator	Project Engineer	Project Engineer	Project Engineer	Project Manager	Project Manager	Project Engineer	CADD Tech	Specialist	Specialist	Staff Geologist	SIT/Sr. Tech	LDAR Technician	Third Party Technician ($2,500 per panel)	Traffic Count Subconsultant	Administrative Assistant	Environmental Field Technician	Field Technician	Project Service Manager	Labor Hours	Labor Expense
HOURLY RATE	$ 360.00	$ 360.00	$ 345.00	$ 345.00	$ 345.00	$ 230.00	$ 220.00	$ 210.00	$ 210.00	$ 210.00	$ 200.00	$ 200.00	$ 190.00	$ 190.00	$ 185.00	$ 180.00	$ 180.00	$ 170.00	$ 165.00	$ 165.00	$ 160.00	$ 160.00	$ 160.00	$ 160.00	$ 140.00	$ 140.00	$ 140.00	$ 2,500.00	$ 3,000.00	$ 125.00	$ 115.00	$ 115.00	$ 115.00		
Phase I Alignment Alternatives Evaluation																																	275	$ 57,960.00
1 Project Administration	6	0	17	0	0	22	0	0	0	0	20	0	0	0	0	2	10	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	82	$ 19,870.00
1.1 *Project Management*	2	0	9	0	0	6	0	0	0	0	12	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	34	$ 8,450.00
1.1.1 Initial Project Set-up			1																															1	$ 345.00
1.1.2 Meetings and Minutes (2hr @ 1 Meeting / Month, 3 Months)	1		6			2					4					2	2													1				18	$ 4,535.00
1.1.3 Project Schedule						2					4																							6	$ 1,260.00
1.1.4 Project Management	1		2			2					4																							9	$ 2,310.00
1.2 *Project Coordination*	4	0	8	0	0	16	0	0	0	0	8	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	48	$ 11,420.00
1.2.1 City and Stakeholder Communications	1		2			4					2						2													1				12	$ 2,855.00
1.2.2 Public and Private Agency Coordination	1		2			4					2						2													1				12	$ 2,855.00
1.2.3 Regulatory Agency Coordination	1		2			4					2						2													1				12	$ 2,855.00
1.2.4 Private and Public Utility Coordination	1		2			4					2						2													1				12	$ 2,855.00
2 Environmental & Natural Resources & Permitting	0	0	0	0	0	0	0	4	1	0	0	0	0	0	4	0	0	0	12	4	0	0	0	0	0	0	0	0	0	0	6	0	0	31	$ 5,120.00
2.1 Desktop Investigation and Route Assessments								2	1						4				6	4										6			23	$ 3,710.00
2.2 Initial Agency Stakeholder Consultations								2											6															8	$ 1,410.00
3 Geotechnical Analysis	0	0	0	10	0	0	0	0	0	0	0	8	0	8	0	0	0	0	0	0	0	0	0	0	19	0	0	0	0	0	0	0	3	48	$ 9,575.00
3.1 Desktop Geotechnical Evaluation				4								8		8											19								3	42	$ 7,505.00
3.2 Post Report Consultation and Meetings				6																														6	$ 2,070.00
4 Roadway Design	0	0	5	0	0	0	0	0	0	0	7	0	0	0	0	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	$ 8,165.00
4.1 *Data Collection*	0	0	2	0	0	0	0	0	0	0	3	0	0	0	0	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17	$ 3,450.00
4.1.1 Organize and Incorporate Survey Data											1					2	2																	5	$ 920.00
4.1.2 Engineering Calculations			1								1					2	2																	6	$ 1,265.00
4.1.3 Develop Base Map			1								1					2	2																	6	$ 1,265.00
4.2 *Preliminary Roadway Design*	0	0	3	0	0	0	0	0	0	0	4	0	0	0	0	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23	$ 4,715.00
4.2.1 Drawing Preparation											1					2	2																	5	$ 920.00
4.2.2 Geometric Road Design			1								1					2	2																	6	$ 1,265.00
4.2.3 Pavement Design			1								1					2	2																	6	$ 1,265.00
4.2.4 Drainage Design			1								1					2	2																	6	$ 1,265.00
5 Preferred Alternative Report	0	0	4	0	0	7	0	0	0	0	13	0	0	0	0	13	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	$ 10,270.00
5.1 *Preliminary Opinion of Probable Construction Costs*	0	0	3	0	0	4	0	0	0	0	7	0	0	0	0	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28	$ 5,875.00
5.1.1 Develop OPCC for Each Design Alternative						1					2					4	4																	11	$ 2,070.00
5.1.2 Permit and Approval Fees Analysis			1			1					2					1	1																	6	$ 1,335.00
5.1.3 Right-of-Way Acquisition Analysis			1			1					2					1	1																	6	$ 1,335.00
5.1.4 Contingencies			1			1					1					1	1																	5	$ 1,135.00
5.2 *Cost Benefit Analysis*	0	0	1	0	0	1	0	0	0	0	2	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	$ 1,695.00
5.2.1 Develop Cost-Benefit Analysis for Each Alternative			1			1					2					2	2																	8	$ 1,695.00
5.3 *Report Preparation*	0	0	0	0	0	2	0	0	0	0	4	0	0	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	$ 2,700.00
5.3.1 Compile Data and Findings						1					2					2	2																	7	$ 1,350.00
5.3.2 Prepare Maps and Drawing Exhibits						1					2					2	2																	7	$ 1,350.00
6 QA/QC	0	0	2	0	0	6	0	0	0	0	6	0	0	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	24	$ 4,960.00
6.1 QA/QC throughout all tasks			1			4					4					4	4													1				18	$ 3,630.00
6.2 Verify deliverables meet CED standards			1			2					2																			1				6	$ 1,330.00
Phase II Preliminary Engineering																																	1714	$ 409,449.00
1 Project Administration	7	0	30	0	0	8	0	0	0	0	8	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	65	$ 18,250.00
1.1 *Project Management*	3	0	14	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	$ 7,750.00
1.1.2 Meetings and Minutes	2		6			4																												12	$ 3,710.00
1.1.4 Project Management	1		8			4																												13	$ 4,040.00
1.2 *Project Coordination*	4	0	16	0	0	0	0	0	0	0	8	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	40	$ 10,500.00
1.2.1 City and Stakeholder Communications	1		4								2						2													1				10	$ 2,625.00
1.2.2 Public and Private Agency Coordination	1		4								2						2													1				10	$ 2,625.00
1.2.3 Regulatory Agency Coordination	1		4								2						2													1				10	$ 2,625.00
1.2.4 Private and Public Utility Coordination	1		4								2						2													1				10	$ 2,625.00
2 Survey	0	0	0	0	0	0	0	0	0	320	0	0	150	0	0	0	0	0	0	0	0	0	0	0	0	142	0	0	0	0	0	0	0	612	$ 115,580.00
2.1 Boundary & Topographic Survey										230			96													88								414	$ 78,860.00
2.2 Survey Control Points																																		0	$ -
2.3 Desktop Deed & Title Research													34													30								64	$ 10,960.00
2.4 Survey Review and QA/QC										30			20													24								74	$ 13,460.00
2.5 Travel, Safety & Per Diem										60																								60	$ 12,400.00
3 Environmental & Natural Resources & Permitting	0	0	0	0	0	0	0	49	0	0	0	0	0	0	4	0	0	0	16	40	0	0	0	0	0	0	0	0	0	0	88	84	0	281	$ 40,050.00
3.1 Ecological Resource Survey and Reporting								8											16												40	40		104	$ 13,520.00
3.2 Terrestrial Cultural Resource Survey & Reporting								16							4					40											48	44		152	$ 21,280.00
3.3 Mitigation Estimate Update and Design Input								25																										25	$ 5,250.00
4 Geotechnical Analysis	0	0	0	2	0	0	0	0	0	0	0	13	0	12	0	0	0	0	0	0	38	0	0	0	12	0	0	0	0	0	0	0	2	79	$ 13,134.00
4.1 Preliminary Geotechnical Exploration and Report				2								13		12							38				12								2	79	$ 13,560.00
4.2 Drilling Subcontractor																																		0	$ 13,812.00
4.3 Laboratory Testing (Subcontractor)																																		0	$ 4,386.00
4.4 Travel/Expense																																		0	$ 1,376.00
5 Traffic Analysis	0	0	0	0	22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	53	53	0	0	0	0	1	0	0	0	0	129	$ 27,550.00
5.1 Traffic Impact Analysis					15																		35	35										85	$ 16,375.00
5.2 Signal Warrant and Crash Analysis					7																		18	18										43	$ 8,175.00
5.3 Traffic Data Collection																													1					1	$ 3,000.00
6 Bridges & Structural Design	0	8	0	0	0	0	36	0	0	0	0	0	0	0	0	0	0	38	0	0	0	18	0	0	0	0	0	0	0	0	0	0	0	100	$ 20,140.00
6.1 30% Design for MSE Walls		2					12											8				4												26	$ 5,360.00
6.2 30% Design for Culverts		2					12											12				12												38	$ 7,320.00
6.3 Preliminary Engineering Report Narrative		2					4											2				2												10	$ 2,260.00
6.4 Cost Estimate for MSE Walls		1					2											8																11	$ 2,160.00
6.5 Cost Estimate for Culvert		1					2											8																11	$ 2,160.00
6.6 Meetings							4																											4	$ 880.00
7 Roadway Design	0	0	11	0	0	24	0	0	0	0	48	0	0	0	0	116	116	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	315	$ 69,645.00
7.1 *Civil Engineering Designs (80%)*	0	0	5	0	0	10	0	0	0	0	20	0	0	0	0	44	44	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	123	$ 23,865.00
7.1.1 Existing Drainage Area & Overland Sheet Flow Analysis			1			2					4					8	8																	23	$ 4,485.00
7.1.2 Proposed Drainage Area & Storm Sewer Design			1			2					4					8	8																	23	$ 4,485.00
7.1.3 Roadway Design			1			2					4					12	12																	31	$ 5,925.00
7.1.4 Signing and Striping Design			1			2					4					8	8																	23	$ 4,485.00
7.1.5 Traffic Support for Plan Preparation			1			2					4					8	8																	23	$ 4,485.00
7.2 *Hydraulics & Hydrology*	0	0	2	0	0	4	0	0	0	0	8	0	0	0	0	0	32	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	46	$ 8,970.00
7.3.1 Flood Plain Analysis			1			2					4						16																	23	$ 4,485.00
7.3.2 Flood Control Coordination			1			2					4						16																	23	$ 4,485.00
7.3 *Drawing Preparation (30%)*	0	0	5	0	0	12	0	0	0	0	24	0	0	0	0	64	64	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	169	$ 32,325.00
7.3.1 General Drawings			1			2					4					8	8																	23	$ 4,485.00
7.3.2 Drainage Maps & Calculations			1			2					4					16	16																	39	$ 7,365.00
7.3.3 Plan & Profile Sheets			1			4					8					16	16																	45	$ 8,625.00
7.3.4 Miscellaneous Drawings			1			2					4					16	16																	39	$ 7,365.00
7.3.5 Standards & Details			1			2					4					8	8																	23	$ 4,485.00
7.4 *Utility Design (30%)*			1			2					4					8	8																	23	$ 4,485.00
8 Preliminary Engineering Report	0	0	4	0	0	8	0	0	0	0	16	0	0	0	0	40	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	108	$ 20,820.00
8.1 *Opinion of Probable Construction Costs (OPCC)*	0	0	2	0	0	4	0	0	0	0	8	0	0	0	0	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	54	$ 10,410.00
8.1.1 Sheet by Sheet Quantity Take-offs (30%)			1			2					4					12	12																	31	$ 5,925.00
8.1.2 OPCC Calculations			1			2					4					8	8																	23	$ 4,485.00
8.2 *Report Preparation*	0	0	2	0	0	4	0	0	0	0	8	0	0	0	0	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	54	$ 10,410.00
8.2.1 Report Narrative and Conclusions			1			2					4					8	8																	23	$ 4,485.00
8.2.2 Prepare Maps and Drawing Exhibits			1			2					4					12	12																	31	$ 5,925.00
9 QA/QC	0	0	2	0	0	2	0	0	0	0	5	0	0	0	0	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	$ 5,030.00
9.1 QA/QC throughout all tasks			1			1					2					4	4																	12	$ 2,415.00
9.2 Verify deliverables meet CED standards			1			1					3					4	4																	13	$ 2,615.00
10 Optional Services - Right-of-Way & Land Services (L.S.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$ 59,250.00
10.1 Negotiation Fee																																		0	$ 18,000.00
10.2 Title																																		0	$ 2,250.00
10.3 Appraisals																																		0	$ 16,500.00
10.4 Appraisal Review (if needed)																																		0	$ 7,500.00
10.5 Condemnation Support (if needed)																																		0	$ 15,000.00

TOTALS HOURS	13	8	75	12	22	77	36	53	1	320	123	21	150	20	8	197	213	38	28	44	38	18	53	53	31	142	0	0	1	11	94	84	5	1989	
	$ 4,680	$ 2,880	$ 25,875	$ 4,140	$ 7,590	$ 17,710	$ 7,920	$ 11,130	$ 210	$ 67,200	$ 24,600	$ 4,200	$ 28,500	$ 3,800	$ 1,480	$ 35,460	$ 38,340	$ 6,460	$ 4,620	$ 7,260	$ 6,080	$ 2,880	$ 8,480	$ 8,480	$ 4,340	$ 19,880	$ -	$ -	$ 3,000	$ 1,375	$ 10,810	$ 9,660	$ 575		
TOTAL COST (PHASE I - ALIGNMENT + PHASE II ENGINEERING)																																			$ 467,409.00

Texas City
EST. 1911

EXHIBIT C
PROJECT SCHEDULE
Shoal Point Entry Road PERDesign

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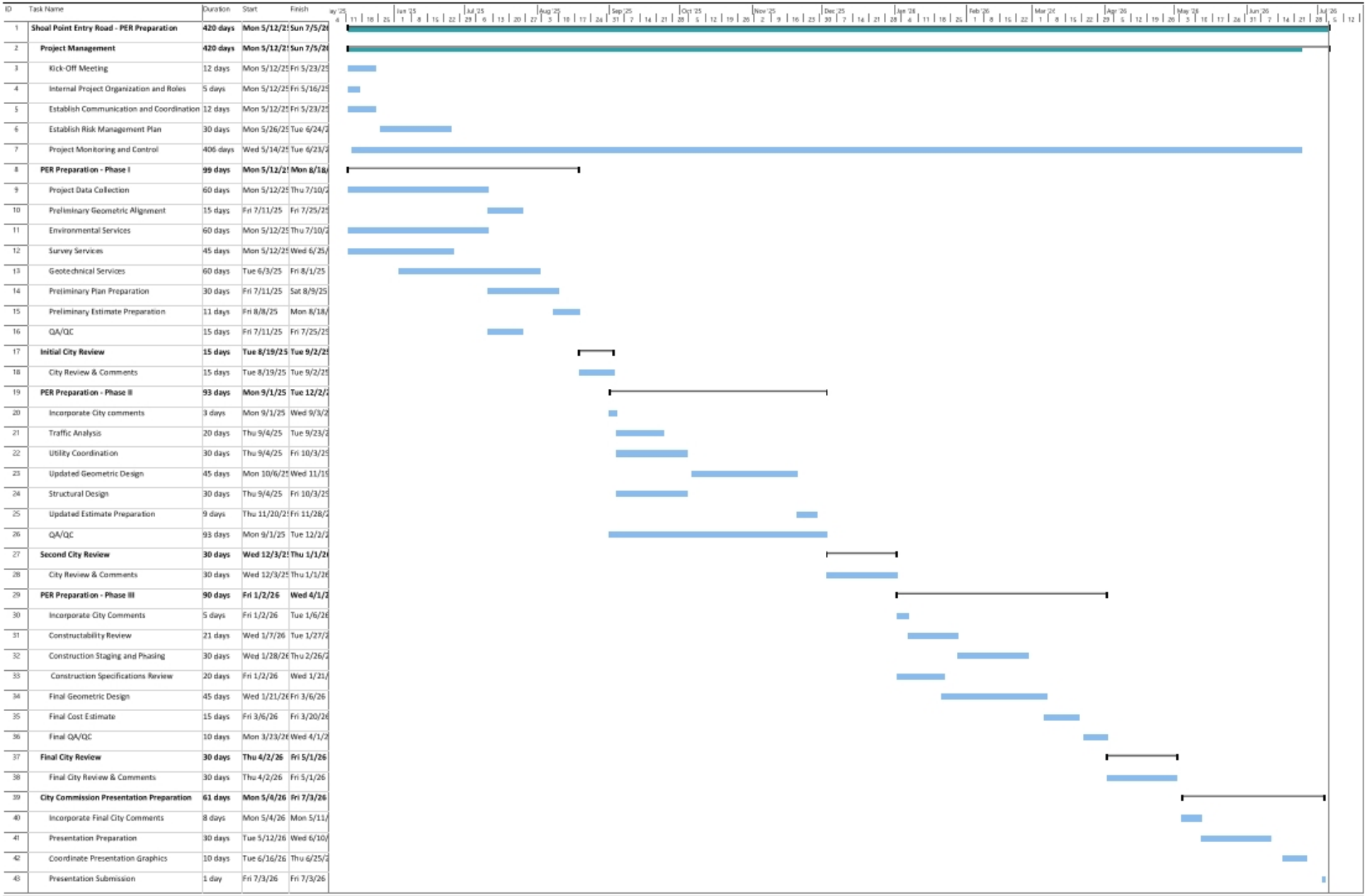
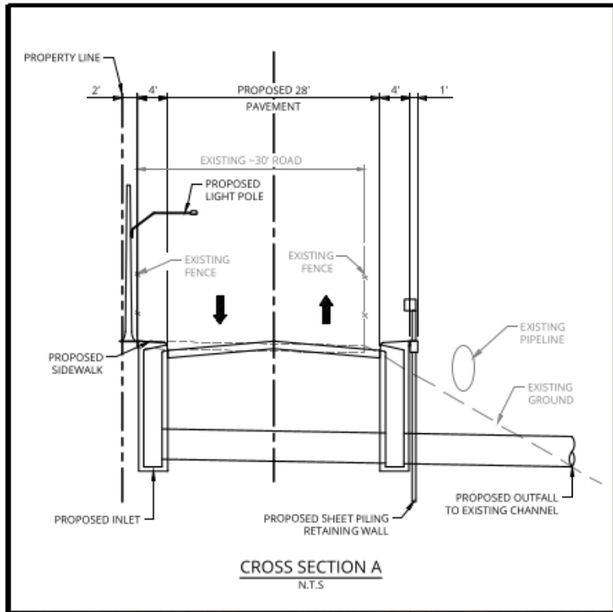
Engineering & Design



ID	Task Name	Duration	Start	Finish
1	**Shoal Point Entry Road - PER Preparation**	**420 days**	**Mon 5/12/25**	**Sun 7/5/26**
2	**Project Management**	**420 days**	**Mon 5/12/25**	**Sun 7/5/26**
3	Kick-Off Meeting	12 days	Mon 5/12/25	Fri 5/23/25
4	Internal Project Organization and Roles	5 days	Mon 5/12/25	Fri 5/16/25
5	Establish Communication and Coordination	12 days	Mon 5/12/25	Fri 5/23/25
6	Establish Risk Management Plan	30 days	Mon 5/26/25	Tue 6/24/2
7	Project Monitoring and Control	406 days	Wed 5/14/25	Tue 6/23/2
8	**PER Preparation - Phase I**	**99 days**	**Mon 5/12/25**	**Mon 8/18/**
9	Project Data Collection	60 days	Mon 5/12/25	Thu 7/10/2
10	Preliminary Geometric Alignment	15 days	Fri 7/11/25	Fri 7/25/25
11	Environmental Services	60 days	Mon 5/12/25	Thu 7/10/2
12	Survey Services	45 days	Mon 5/12/25	Wed 6/25/
13	Geotechnical Services	60 days	Tue 6/3/25	Fri 8/1/25
14	Preliminary Plan Preparation	30 days	Fri 7/11/25	Sat 8/9/25
15	Preliminary Estimate Preparation	11 days	Fri 8/8/25	Mon 8/18/
16	QA/QC	15 days	Fri 7/11/25	Fri 7/25/25
17	**Initial City Review**	**15 days**	**Tue 8/19/25**	**Tue 9/2/25**
18	City Review & Comments	15 days	Tue 8/19/25	Tue 9/2/25
19	**PER Preparation - Phase II**	**93 days**	**Mon 9/1/25**	**Tue 12/2/2**
20	Incorporate City comments	3 days	Mon 9/1/25	Wed 9/3/2
21	Traffic Analysis	20 days	Thu 9/4/25	Tue 9/23/2
22	Utility Coordination	30 days	Thu 9/4/25	Fri 10/3/25
23	Updated Geometric Design	45 days	Mon 10/6/25	Wed 11/19
24	Structural Design	30 days	Thu 9/4/25	Fri 10/3/25
25	Updated Estimate Preparation	9 days	Thu 11/20/25	Fri 11/28/2
26	QA/QC	93 days	Mon 9/1/25	Tue 12/2/2
27	**Second City Review**	**30 days**	**Wed 12/3/25**	**Thu 1/1/26**
28	City Review & Comments	30 days	Wed 12/3/25	Thu 1/1/26
29	**PER Preparation - Phase III**	**90 days**	**Fri 1/2/26**	**Wed 4/1/2**
30	Incorporate City Comments	5 days	Fri 1/2/26	Tue 1/6/26
31	Constructability Review	21 days	Wed 1/7/26	Tue 1/27/2
32	Construction Staging and Phasing	30 days	Wed 1/28/26	Thu 2/26/2
33	Construction Specifications Review	20 days	Fri 1/2/26	Wed 1/21/
34	Final Geometric Design	45 days	Wed 1/21/26	Fri 3/6/26
35	Final Cost Estimate	15 days	Fri 3/6/26	Fri 3/20/26
36	Final QA/QC	10 days	Mon 3/23/26	Wed 4/1/2
37	**Final City Review**	**30 days**	**Thu 4/2/26**	**Fri 5/1/26**
38	Final City Review & Comments	30 days	Thu 4/2/26	Fri 5/1/26
39	**City Commission Presentation Preparation**	**61 days**	**Mon 5/4/26**	**Fri 7/3/26**
40	Incorporate Final City Comments	8 days	Mon 5/4/26	Mon 5/11/
41	Presentation Preparation	30 days	Tue 5/12/26	Wed 6/10/
42	Coordinate Presentation Graphics	10 days	Tue 6/16/26	Thu 6/25/2
43	Presentation Submission	1 day	Fri 7/3/26	Fri 7/3/26

Project: TO#01 Parking Study
Date: Fri 4/18/25

Task | Split | Milestone | Summary | Project Summary | Inactive Task | Inactive Milestone | Inactive Summary | Manual Task | Duration-only | Manual Summary Rollup | Manual Summary | Start-only | Finish-only | External Tasks | External Milestone | Deadline | Progress | Manual Progress



CROSS SECTION A
N.T.S

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REV	DATE	DRAWN BY	DESCRIPTION

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GUILLERMO A. BENAVIDES, P.E.
TEXAS LICENSE # 112686

COLLIERS ENGINEERING & DESIGN
TBPE FIRM # 14909

02/26/2025

EXHIBIT
FOR
TEXAS CITY

TEXAS CITY
GALVESTON COUNTY
TEXAS

Colliers Engineering & Design
HOUSTON
13501 Katy Freeway,
Suite 1350
Houston, TX 77079
Phone: 281.674.7560
COLLIERS ENGINEERING & DESIGN, INC. DOING BUSINESS AS MASER CONSULTING

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
1"=1500'	2/26/25	DGH	GAB

PROJECT NUMBER: 24013577P
DRAWING NAME: C-LAYT-ALTS
SHEET TITLE: ALTERNATIVE 1: DOW CHEMICAL GRAVEL RD IMPROVEMENTS
FIELD BOOK: XX PAGE: XX
SHEET NUMBER: 01 of 03

m:\files\Projects\2024\24013577P\Proposal\DWG\Exhibits\C-LAYT-ALTS.dwg\ALT1 By: DIANA.HERNANDEZ

OWNER: TEXAS CITY

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: GALVESTON COUNTY

GALVESTON LNG PROJECT
USACE PERMIT SUBMITTED 2024

DREDGE AREA

OWNER: TEXAS STATE

OWNER: VALERO REFINING-TEXAS LP

INDUSTRIAL CANAL RD

OWNER: VALERO REFINING-TEXAS LP

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: GALVESTON COUNTY

OWNER: OILTANKING TEXAS INDEPENDENT LP

OILTANKING TEXAS PROJECT
USACE PERMIT SUBMITTED 2016

OWNER: TEXAS STATE

APPROXIMATE PROPOSED
ROAD L = 17,600 FT

LOOP 197S

OWNER: OILTANKING TEXAS CITY LP

OWNER: UNION CARBIDE CORP

OWNER: TEXAS STATE

PROPOSED TRAFFIC
STUDY FOR LOOP
197S INTERSECTION

1+00 10+00 20+00 30+00 40+00 50+00 60+00 70+00 80+00 90+00 100+00 110+00 120+00 130+00 140+00 150+00 160+00 170+00 177+00

OWNER: UNION CARBIDE CORP

OWNER: GULF COAST WASTE/DISP AUTH

OWNER: UNION CARBIDE CORP

OWNER: TEXAS GULF COAST HOLDINGS I LP

OWNER: TEXAS GULF COAST HOLDINGS I LP

N
W
E
S

1500 0 1500

SCALE : 1" = 1500'

SELECT LINEAR UNIT OF MEASURE

By: DIANA.HERNANDEZ

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TEXAS LICENSE # 112686

COLLIERS ENGINEERING & DESIGN
TBPE FIRM # 14909

02/26/2025

EXHIBIT
FOR
TEXAS CITY

TEXAS CITY
GALVESTON COUNTY
TEXAS

Colliers Engineering & Design
HOUSTON
13501 Katy Freeway, Suite 1350
Houston, TX 77079
Phone: 281.674.7560
COLLIERS ENGINEERING & DESIGN, INC. DOING BUSINESS AS MASER CONSULTING

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
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PROJECT NUMBER: 24013577P
DRAWING NAME: C-LAYT-ALTS
SHEET TITLE: ALTERNATIVE 2
FIELD BOOK: XX
PAGE: XX
SHEET NUMBER: 02 OF 03

OWNER: TEXAS CITY

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: GALVESTON COUNTY

OWNER: VALERO REFINING-TEXAS LP

OWNER: VALERO REFINING-TEXAS LP

INDUSTRIAL CANAL RD

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: GALVESTON COUNTY

OWNER: OILTANKING TEXAS INDEPENDENT LP

OWNER: TEXAS STATE

OWNER: TEXAS STATE

OWNER: OILTANKING TEXAS CITY LP

OWNER: UNION CARBIDE CORP

OWNER: UNION CARBIDE CORP

OWNER: GULF COAST WASTE/DISP AUTH

OWNER: UNION CARBIDE CORP

OWNER: TEXAS GULF COAST HOLDINGS I LP

OWNER: TEXAS GULF COAST HOLDINGS I LP

GALVESTON LNG PROJECT
USACE PERMIT SUBMITTED 2024

DREDGE AREA

OILTANKING TEXAS PROJECT
USACE PERMIT SUBMITTED 2016

APPROXIMATE PROPOSED
ROAD L = 12,620 FT

PROPOSED TRAFFIC
STUDY FOR LOOP
197S INTERSECTION

PROPOSED IMPROVEMENT ON
EXISTING ROAD L = 7,340 FT

LOOP 197S

1+00 10+00 20+00 30+00 40+00 50+00 60+00 70+00 80+00 90+00 100+00 110+00 120+00 130+00 140+00 150+00 160+00 170+00 180+00 190+00 200+00

N W E S

1500 0 1500

SCALE : 1" = 1500'
SELECT LINEAR UNIT OF MEASURE

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GUILLERMO A. BENAVIDES, P.E.
TEXAS LICENSE # 112686

COLLIERS ENGINEERING & DESIGN
TBPE FIRM # 14909

02/26/2025

EXHIBIT
FOR
TEXAS CITY

TEXAS CITY
GALVESTON COUNTY
TEXAS

Colliers Engineering & Design
HOUSTON
13501 Katy Freeway,
Suite 1350
Houston, TX 77079
Phone: 281.674.7560
COLLIERS ENGINEERING & DESIGN, INC. DOING BUSINESS AS MASER CONSULTING

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
1"=1500'	2/26/25	DGH	GAB

PROJECT NUMBER: 24013577P
DRAWING NAME: C-LAYT-ALTS

SHEET TITLE: ALTERNATIVE 3
FIELD BOOK: XX PAGE: XX

SHEET NUMBER: 03 of 03

13501 Katy Freeway Suite 1350
Houston, Texas 77079
Main: 877 627 3772

Colliers
Engineering & Design

Memorandum

To:	Kristin Edwards
From:	Guillermo Benavides, PE, ENV SP
Date:	April 24, 2025
Subject:	Revised Proposal for Professional Services - Preliminary Engineering Report for Shoal Point Entry Road
Project No.:	24013577P

Proposal Restructure:

Pursuant to our discussion during the proposal review meetings on April 10th and April 16th, our office has revised the original proposal, dated March 5, 2025. The aim of the revisions are to more clearly define the scope of work to be performed under Phase I (as follows:

1. Proposal scope restructured to clearly define Phase I and Phase II as well as associated costs of each phase.
2. Level of effort exhibit revised to clearly identify Phase I costs and Phase II costs.
3. Survey Services scope of work revised to exclude LiDAR data collection and replaced with on-site topographic survey.
4. Environmental Services scope of work revised to include additional natural resources items recommended to be completed during Phase II.
5. Preliminary Schedule updated to reflect anticipated project timeline.

Internal Review Group Questions:

Additionally, we have reviewed the questions from the City's internal review group and offer the following responses (original questions in **bold** and responses in *italics*):

1. **Survey data – Is the amount of data proposed in the plan enough to support the design, or will additional surveys need to take place later?**
   CED finds the proposed topographic survey and data collection sufficient to support the design along a preferred route and therefore anticipates no additional field survey. Some office work, such as refining base files or extracting supplemental details, will be completed during the final design phase. Any City-requested changes like rerouting or modifications to the design scope after route selection will result in a revised survey fee from CED.

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2. **Traffic counts – We (City of Texas City) would recommend 13-hour traffic counts – 6am to 7pm – instead of 12-hour counts. This adjustment is to account for shift changes at the refineries which impact the peak hour counts and the fact that many employees of the refineries are commuters from elsewhere in the Houston area. This is the standard we have used for the other recent traffic design studies we have had done in Texas City.**

   We appreciate the City's input regarding the 13-hour traffic counts from 6:00 a.m. to 7:00 p.m. We have updated our scope to reflect this adjustment, and the change can be accommodated within the originally proposed cost. No fee modification is required.

3. **Geotechnical information – In the proposal packet, you list 5 shallow borings and 2 deep, and only three days of drilling time. We would like to see pricing for additional borings and would like clarification as to whether 3 days of drilling represents three consecutive calendar days or 72 hours. If the latter, we would recommend accounting for more time in case of bad weather, etc.**
   The proposed geotechnical exploration is intended to obtain basic subsurface information to support the preliminary evaluation of pavement and structural requirements. The updated plan includes eight test borings totaling approximately 260 linear feet of drilling —six shallow borings for roadway pavement evaluation and two deeper borings to support preliminary bridge abutment recommendations. Drilling is scheduled over three consecutive calendar days, which CED estimates to be sufficient based on typical production rates.

   Work will be scheduled with consideration for weather conditions. If delays occur due to inclement weather, the drilling team will pause operations and return to complete the work without additional cost to the City.

   Additionally, more detailed geotechnical investigation will be required during final design, once the preferred route and structure types are confirmed. The projected fee for final design already includes the estimated cost for this additional work.

4. **Cost-benefit analysis – Would you mind providing more detail about the methodology to be used?**
   CED applies a structured and industry-recognized methodology to perform cost-benefit analyses for roadway infrastructure projects. Our approach follows guidance established by the Federal Highway Administration (FHWA) and the American Association of State Highway and Transportation Officials (AASHTO), which provide national standards for evaluating transportation investments. The process includes the following steps:

   a. Identify and Quantify Costs:
   Direct costs such as construction (materials, labor, and equipment), land acquisition, utility relocations, drainage, lighting, landscaping, and safety features are itemized using current unit pricing

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and cost databases. Indirect costs, including environmental mitigation, traffic disruptions during construction, and long-term maintenance, are also considered for each alignment.

b. Identify and Quantify Benefits:
Project benefits are identified for each alignment, including travel time savings, reduced vehicle operating costs, improved safety through crash reduction, increased travel reliability, environmental benefits, and potential for economic development. These benefits are evaluated using accepted transportation performance measures.

c. Monetize Costs and Benefits:
Quantifiable elements are translated into monetary values using industry-accepted valuation methods. For tangible items, current market rates and engineering cost databases are applied. For non-tangible benefits, such as safety and emissions reductions, we use valuation techniques endorsed by FHWA and AASHTO and consider stakeholder input when appropriate.

d. Calculate Net Benefit and Benefit-Cost Ratio:
All costs and benefits are summarized to calculate the net present value and benefit-cost ratio for each alternative. Discount rates recommended by federal and state agencies are used to ensure consistency in evaluating long-term project performance.

e. Conduct Sensitivity Analysis:
Sensitivity analyses test how changes in key assumptions, such as traffic volumes or construction costs, influence the benefit-cost outcomes. This helps evaluate the stability of the analysis under different future conditions.

f. Evaluate Non-Quantifiable Factors:
Some project impacts, like effects on adjacent property values, community access, or social equity, cannot be easily quantified. These factors are evaluated qualitatively and compared across alternatives to provide a comprehensive view.

g. Recommendation:
We conclude with a summary of the analysis and a recommendation based on both quantitative and qualitative findings. This recommendation is structured to support transparent decision-making and agency review.

5. **Locating existing utilities – the group asked if you will be using desktop or physical location or radar? Also, will we have a comprehensive list in Phase 2, or will there be need for additional locates?**
CED's utility investigation will include a combination of Quality Level D and Quality Level C SUE, as defined by ASCE standards. Quality Level D involves reviewing existing utility records such as as-built drawings, GIS data, and information provided by utility companies. This method offers a general understanding of utility locations and is commonly used during the early planning phase.

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As part of our utility coordination efforts, we will also conduct a Quality Level C investigation, which includes surveying visible utility features such as manholes, valve covers, and pedestals, and comparing them with available records. While this helps identify potential conflicts, it does not provide precise depth or horizontal location. Based on our experience with similar projects, we believe this level of investigation, supported by direct coordination with utility owners, will provide the information needed to support preliminary design.

If these methods do not provide sufficient clarity, more detailed investigations may be considered during final design or construction to accurately locate underground utilities.

6. **After Phase 2, do you have any broad estimates of how much additional time/dollars would need to be dedicated to get construction drawings prepared?**
CED has prepared a preliminary estimate of the Level of Effort (LOE) for Final Design (Phase 3), projected to range between $742,647 and $903,285. This estimate reflects the anticipated effort required to advance the project from Phase 2 through the development of Plans, Specifications, and Estimates (PS&E) for the construction phase. The projected range is provided for reference and may be refined as the design progresses and the final alignment and scope are confirmed.

7. **Does the fee include the subconsultant fees or will the subconsultant fees be an additional cost***?*
CED is a multidisciplinary civil engineering firm with the in-house expertise to handle every stage of project development. To improve efficiency and reduce costs, especially by avoiding unnecessary mobilization, we may partner with specialized subconsultants as needed. On this project, we are working with two subconsultants—one for traffic data collection and another for the required geotechnical drilling. Their local capabilities allow us to provide these services effectively and affordably. The proposed cost includes all subconsultant fees, meaning no extra charges for the City.

Additional Environmental Services:

During our meeting on April 16, 2025, we discussed a potential update to the Environmental Services scope. Following a review of the project requirements, CED's Environmental Group recommends expanding the effort within Phase II of the Preliminary Engineering Report (PER) to enhance the natural resources assessment. This added effort will support a more complete and informed evaluation during the preliminary design phase and will help better identify permitting requirements and ensure regulatory compliance.

I hope the revised proposal and responses have addressed your questions and concerns thoroughly. We appreciate the opportunity to support the City on this important project and look forward to continuing our collaboration. If you have any further questions or need additional information, please feel free to contact me at any time.

Included: Projected Phase 3 – Final Design Phase - LOE

cc: Christopher Otto, PE, CFM, Colliers Engineering & Design (via email)

\\corp.collierseng.com\files\Projects\2024\24013577P\Proposal\250424 Proposal Resubmission Cover Memo.docx

Project Name

24013577P - Texas City - Shoal Point Entry - Final Design

Exhibit A - FINAL DESIGN - ESTIMATED FEES

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			ESTIMATE COST	
		HOURS	HIGH-END	LOW-END
	Final Engineering Design	**4425**	**$ 903,285.00**	**$ 742,647.00**
1	**Project Administration**	**202**	$ 49,005.00	$ 49,005.00
2	**Survey**	**50**	$ 9,500.00	$ 9,500.00
3	**Environmental Permitting**	**115**	$ 21,000.00	$ 21,000.00
4	**Geotechnical Investigation**	**665**	$ 126,350.00	$ 95,855.00
4.1	Mobilization / Demobilization	58	$ 11,020.00	$ 7,714.00
4.2	Standard Borings (60 @ avg. 20 ft)	104	$ 19,760.00	$ 13,832.00
4.3	Deep Borings (12 @ avg. 80 ft)	167	$ 31,730.00	$ 22,211.00
4.4	Shelby Tube Samples	36	$ 6,840.00	$ 4,788.00
4.5	CPT Soundings (select locations)	72	$ 13,680.00	$ 9,576.00
4.6	Groundwater Monitoring / Piezometers	29	$ 5,510.00	$ 3,857.00
4.7	Lab Testing (Classification, Atterberg, Consolidation, etc.)	69	$ 13,110.00	$ 9,177.00
4.8	Engineering Analysis & Report	87	$ 16,530.00	$ 16,530.00
4.9	Wetland Access Premium (matting, permits, etc.)	43	$ 8,170.00	$ 8,170.00
5	**Private Access Control & Street Light Design**	**0**	$ 20,000.00	$ 20,000.00
6	**Structural Design**	**1332**	$ 253,890.00	$ 123,747.00
6.1	*Final Design for MSE Walls*	180	$ 33,440.00	$ 23,408.00
6.2	*Final Design for Culverts*	121	$ 23,960.00	$ 23,960.00
6.3	*Final Design for Sheet Piling Bridge Design*	180	$ 34,300.00	$ 54,880.00
6.4	*Final Design for Span Bridge Design*	610	$ 116,200.00	$ -
6.5	*Cost Estimate for Structural Design*	68	$ 12,410.00	$ 8,067.00
6.6	*Final Plans and details*	173	$ 33,580.00	$ 13,432.00
7	**Roadway Design**	**1683**	$ 343,275.00	$ 343,275.00
8	**Project Manual**	**174**	$ 34,840.00	$ 34,840.00
9	**QA/QC**	**133**	$ 31,275.00	$ 31,275.00
10	**Bid Phase Services**	**71**	$ 14,150.00	$ 14,150.00
	TOTALS HOURS	4425		
TOTAL COST			**$ 903,285.00**	**$ 742,647.00**

DATE: 4/24/2025

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 2025-14

A RESOLUTION APPROVING PROPOSAL FOR PROFESSIONAL SERVICES FOR THE DEVELOPMENT OF A PRELIMINARY ENGINEERING REPORT (PER) FOR A SHOAL POINT ENTRY ROAD; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, at a meeting of the Board of Directors of the Texas City Economic Development Corporation duly held on June 4, 2025, a general discussion was held to discuss approving professional services for the development of a Preliminary Engineering Report for a Shoal Point entry road; and

WHEREAS, a Preliminary Engineering Report (PER) would accomplish (1) conduct a route study to determine the most viable entry path from FM 197 onto Shoal Point and (2) complete 30% of the design for the entry road with a utility corridor included; and

WHEREAS, staff recommends approval of the full proposal, with Colliers Engineering & Design, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION THAT:

SECTION 1: The Board of Directors of the Texas City Economic Development Corporation hereby approves an estimated payment of $467,409.00 to be paid to Colliers Engineering & Design, Inc.

SECTION 2: The Chairperson or Vice Chairperson is hereby authorized to execute any documents necessary for this contract.

SECTION 3: That this Resolution shall be finally passed and adopted on the date of its introduction and shall become effective from and after its passage and adoption.

PASSED AND ADOPTED this 4th day of June 2025.

_____

CHAIRPERSON/VICE CHAIRPERSON
Texas City Economic Development Corporation

ATTEST:

_____

BOARD SECRETARY/ALTERNATE
Texas City Economic Development Corporation

TCEDC Agenda **6. b.**

Meeting Date: 06/04/2025

Approve budget adjustment to support agreement for Preliminary Engineering Report (PER) for Shoal Point entry road.

Submitted For: Kristin Edwards, Economic Development

Submitted By: Kristin Edwards, Economic Development

Department: Economic Development

ACTION REQUEST (Brief Summary)

Approve budget adjustment to support professional services for Preliminary Engineering Report (PER) for Shoal Point entry road.

BACKGROUND

The City of Texas City and the Texas City Economic Development Corporations have historically received interest from potential industrial partners to develop projects on Shoal Point. However, the lack of an access road connecting Shoal Point to FM 197 has consistently been a mitigating factor in their site searches and final investment decisions. In the last two years, three (3) industrial projects have approached the City as well as the Texas General Land Office about using property on Shoal Point for potential projects. Through ongoing discussion, the need for a Shoal Point entry road remains one of the largest concerns.

Following the issuance of RFP 2025-462 in December 2024, staff received two (2) proposals for professional services to conduct a Preliminary Engineering Report (PER) for a Shoal Point entry road. Of the two proposals received, a small team including Mayor Dedrick Johnson, City Engineer Kim Golden, Public Works Director Jack Haralson, Executive Director of Management Services Jon Branson, and Economic Development Director Kristin Edwards, selected the proposal from Colliers for approval by the EDC. The total cost of the proposal – to include both a route study and a PER to yield 30% design – is $467,409. Simply put, developing a roadway connecting FM 197 to Shoal Point is a crucial step toward utilizing hundreds of acres of industrial-zoned property in Texas City.

Funds are available in the Texas City's Economic Development Corporation's City's FY2024-25 annual budget within the demolitions and maintenance line items within Fund 801 to cover the cost of the project. This request is for approval to move funds from both of those accounts into the professional services line item for the project.

ANALYSIS

Approve budget adjustment in Texas City Economic Development Corporation's line item budget to cover the cost of the professional services agreement for a Preliminary Engineering Report (PER) for Shoal Point entry road.

ALTERNATIVES CONSIDERED

Attachments

Colliers - Final proposal
Latest quarterly report - EDC
Resolution

13501 Katy Freeway Suite 1350
Houston, Texas 77079
Main: 877 627 3772

TBPLS Reg. 10194550 • TBPE Reg. F-14909 • TBPG 50617

Colliers
Engineering
& Design

VIA E-MAIL
March 5, 2025 **– Revised April 24, 2025**

Kristin Edwards
Director of Economic Development
City of Texas City
1801 9th Avenue North
Texas City, TX 77590

Proposal for Professional Services
Preliminary Engineering Report for Shoal Point Entry Road
RFP No. 2025-468
CED Proposal No.: 24013577P

Dear Ms. Edwards,

Colliers Engineering & Design, Inc. is pleased to submit this proposal to provide professional engineering services for the preparation of a preliminary engineering report (PER) for the design and construction of an access road to Shoal Point in the City of Texas City. CED's understanding of the City's project is as follows:

Project Location
Shoal Point is a 1,000-acre area south of the City's industrial complex. The area is a peninsula bounded by the Texas City Industrial Canal on the North, East, and South, and privately owned industrial site for Dow Chemical to the west. The entirety of the area is within the City's heavy industrial zone (Zone H), according to the City's Zoning Map. Public Records indicate that a portion of Shoal Point is owned by the City of Texas City with another section owned and managed by the Texas General Land Office. Access to Shoal Point is currently limited to a gravel road from Loop 197, traversing private properties including the Dow Chemical Company and the Gulf Coast Authority.

Project Objectives
There has been increased interest and desire to construct new industrial uses at Shoal Point. To facilitate adequate development within Shoal Point, the construction of a new road from Loop 197 to the prospective development site is essential. Review of current aerials and the existing access road indicates that the Entry Road to Shoal point will have an approximate length of 17,600 feet. Additionally, the site area will require the extension of utilities and drainage infrastructure. CED's objective will be to prepare a Preliminary Engineering Report that analyzes possible alternatives for the development of an access road to Shoal Point. The proposed route alternatives will be determined by various factors ranging from vehicular accessibility, environmental conditions, traffic effects, geotechnical conditions, and hydraulic analysis. CED will implement a multi-disciplinary approach to evaluate all the proposed alternatives, including a cost-benefit analysis for each alternative. The report will conclude with a recommendation for an alternative and a discussion of next steps required to move the project into the Final Design/Bidding & Construction Phase.

Given the significant differences between the proposed route alternatives, we recommend a two-phased approach for this project:

Phase 1: Alignment Alternative Evaluation
This phase will focus on conducting the necessary analysis to determine a preferred route. It will include:

- Evaluating existing conditions.
- Analyzing potential environmental impacts.
- Assessing feasibility and cost-effectiveness of each alternative.

Phase 2: Preliminary Engineering Report (PER)
This phase will involve a more in-depth investigation of the preferred route, including:

- Preliminary engineering design.
- Development of construction plans.
- Preparation of environmental permitting documents.

This phased approach provides the City with a clear roadmap for project execution and ensures that the chosen route is thoroughly vetted before proceeding with detailed design and construction. It also allows the City to have the necessary documentation ready for environmental permitting upon completion of Phase 2.

This proposal is divided into eight sections as follows:

Section I – Phase 1 Scope of Services
Section II – Phase 2 Scope of Services
Section III – Project Fees
Section IV –Project Schedule
Section V – Client Contract Authorization

The order in which the following scope of services are presented generally follows the sequence in which the project will be accomplished; however, depending on the project, the various authorized services contained in this proposal may be performed in a sequence as deemed appropriate by Colliers Engineering & Design to meet project schedules.

Section I – Phase 1 Scope of Services

Based on our conversations and information noted above, we propose to complete the following:

1.0 Project Administration

The project administration task includes all required efforts to manage the project to ensure the project progresses according to schedule. Project administration is broken down into two (2) sub-categories, project management and project coordination as described in detail below:

1.1 Project Management

This task shall include all the effort required to initiate project and set project parameters, attend meetings and prepare meeting minutes, prepare and track a project schedule, and manage resources for project execution. Before meetings, agendas and any necessary presentation materials will be prepared. After the meeting, minutes will be issued to document key decisions, action items, attendees, and discussions during the meeting. This process is required to ensure accurate and valuable records of the meeting proceedings.

Deliverable: Attendance to project meetings, meeting minutes, project progress memorandums.

1.2 Project Coordination

This task shall include all effort required to conduct client and stakeholder communications, due diligence coordination with public and private entities, and review regulatory requirements. Information regarding coordination with outside agencies will be summarized and submitted to the City in periodic project progress memorandums.

Deliverable: Project progress memorandums.

2.0 Environmental & Natural Resources & Permitting

2.1 Desktop Study

CED will prepare a preliminary environmental review summarizing potential issues identified for each alternative route identified through available GIS data and aerial imagery, desktop data analysis, and/or during the field survey completed per USACE, USFWS, TCEQ, and MNFS Guidance. These items will be reviewed within and/or adjacent to the subject property dependent on resource. Along with a summary of potential environmental issues, **CED will provide table highlighting potential local, state, or federal authorizations required prior to construction along with an estimated lead time for any required items.** The PER will include, but will not be limited to, the following components:

- Wetlands, Surface Waterbodies and Floodplains
- Threatened and Endangered Species and Critical Habitat
- Migratory Birds and Eagles
- Known Cultural Resources
- Known potential site contaminants and concerns
- Potential Agency Permitting Plans
- Potential Compensatory Mitigation Costs

Once identified through these initial assessments and discussions with design teams and the client, CED can provide a refined scope of work and fee associated with any additional environmental permitting or survey items identified during completion of this PER.

2.2 Initial Agency and Stakeholder Consultation

CED proposes to initiate and complete consultation with the following agencies as an initial scope item to confirm the permits identified during the desktop study:

- US Fish and Wildlife
- USACE Galveston District
- National Marine Fisheries Service
- Texas Park and Wildlife
- Texas Historical Commission

These initial consultations will be key to introducing the project to regulatory agencies, confirming potential surveys and permitting requirements that will be required, and providing clarity on potential project permitting schedules.

Additionally, CED assumes that meetings with additional stakeholders identified by the project team will be required. As such senior Environmental Services staff have allotted time to review potential permitting challenges that may require coordination with additional project stakeholders.

Deliverable: Preliminary Environmental Assessment Report (to be included in Preferred Alternatives Report).

3.0 Geotechnical Analysis

This task will involve a geotechnical desktop review to evaluate existing conditions and anticipated risks, on a preliminary basis, related to general development and construction for each of the three (3) layout options currently under consideration. Following desktop review and based on the City's decision regarding the most feasible option, we will complete a preliminary geotechnical exploration and report for the selected layout to provide preliminary geotechnical recommendations based on laboratory testing, field exploration, and engineering best practices.

3.1 Desktop Geotechnical Evaluation

We will perform a desktop geotechnical evaluation for each of the three (3) proposed alternative layouts presented in the document entitled, "250214 24013577P – Texas City Layouts", dated February 14, 2025, prepared by Colliers Engineering & Design, to identify potential geotechnical risks that could affect the proposed development. Existing geotechnical reports provided by the City, published soil and subsurface data from USDA and USGS, along with other publicly available data will be utilized in this review.

After completion of the desktop geotechnical evaluation, we will prepare a letter report containing our findings and general geotechnical considerations for each of the three (3) alternate layouts regarding:

- Risk ratings for potential geotechnical hazards;
- Potential impacts to site development;
- Next steps for general development and construction.

Deliverable: Desktop Geotechnical Evaluation Letter Report.

3.2 Post Report Consultation and Meetings

This section of the proposal will be to provide additional engineering consultation beyond the scope of this proposal. This includes, but is not necessarily limited to, providing report revisions, additional engineering input, and participation in meetings and teleconferences, as ownership decides future courses of action.

Because it is impossible to anticipate the amount of time necessary for these services, this Task will be billed on an hourly basis in accordance with our Fee Schedule. We recommend an initial budget allowance of $2,000.

Deliverable: Meeting Attendance

4.0 Roadway Design

4.1 Data Collection

The design support phase of this task shall include all effort required to organize and incorporate all the data and analysis from the Design Support task. This includes preparing aerial survey and existing utility data, establishing limits of areas of environmental concern, accounting for existing traffic patterns and tendencies, and confirming flood analysis information. This information will be compiled into a comprehensive base map, which will be the basis for Preliminary Roadway Design.

4.2 Preliminary Roadway Alternatives Design

The development of roadway design alternatives task will consist of identifying potential roadway corridors, considering factors like topography, environmental constraints, and land use. Within each roadway corridor, multiple preliminary alignments are developed, carefully considering factors such as grades, curves, and sight distances while adhering to relevant design standards and guidelines.

These alignments are then evaluated comprehensively. This includes assessing environmental impacts on wetlands, streams, channels and other sensitive areas; evaluating constructability factors like earthwork quantities and potential challenges; and incorporating input from stakeholders like local residents and agencies.

Finally, each alternative will be depicted in an exhibit to be included in the PER. The rationale behind the selection of each alignment option shall be documented, considering the factors evaluated, the trade-offs made, and how these decisions contribute to the overall project goals.

Deliverable: Roadway Corridor Alternative Exhibits (to be included in PER).

5.0 Preferred Alternative Report

This task will include the efforts required to produce a Preliminary Engineering Report that will include design alternatives and establish a preferred alternative. The Preliminary Engineering Report will compile and summarize the information gathered in the data collection & design support tasks, as well as summarize the preliminary engineering design tasks.

5.1 Preliminary Opinion of Probable Construction Costs

The preliminary opinion of probable construction costs task will include efforts to produce an estimate of the construction costs for each alternative of the proposed improvements. This task includes producing a list of work items, along with the associated lump sum cost for the items of work. In lieu of a lump sum cost, an index of line-item costs derived from previous projects or agencies may be used to generate individual item costs based on the quantities of materials needed for each item of work. These estimates of probable construction costs are shared with the City to help inform and guide budgeting and funding coordination efforts required to be completed prior to the Bidding and Construction Phase.

Deliverable: Opinion of Probable Construction Costs Alternatives (to be included in PER).

5.2 Cost Benefit Analysis

This task shall include all the efforts for evaluating each of the design alternatives by comparing the anticipated benefits and costs related to each approach. This task will be used to assist the City in determining which design alternative provides the best overall value for the proposed improvements. The cost benefit analysis will be summarized into a chart to list the direct and indirect costs and benefits related to each design approach to evaluate the different public and environmental impacts the project may have.

Deliverable: Cost Benefit Analysis Chart (to be included in PER).

5.3 Report Preparation

A Preferred Alternatives Report, guided by the analysis and data collected, will be prepared. The report will generally summarize all findings from Phase I tasks and include maps and exhibits that illustrate the alternative routes reviewed under Phase I. The report will conclude with a recommendation of a preferred alternative for the access roadway route.

Deliverable: Preferred Alternatives Report.

6.0 QA/QC

Throughout all phases of the tasks described above, CED follows an established protocol of Quality Assurance and Control (QA/QC). This is necessary to ensure the deliverables meet company standards and are adequate for bidding and construction.

Deliverable: QA/QC checklist and progress reports can be shared with the City upon request.

Section II – Phase 2 Scope of Services

1.0 Project Administration

This task will be a continuation of the project administration tasks established in Phase I of this proposal. The project management and coordination efforts under this phase will apply to Phase II tasks, culminating in the completion of a Preliminary Engineering Report (PER).

1.1 Project Management

This task encompasses all necessary efforts to effectively initiate, plan, and manage the project. This includes:

- Project Initiation and Parameter Setting: Defining project scope, objectives, and key performance indicators, as well as establishing clear roles and responsibilities.
- Meeting Management: Attending meetings, preparing agendas and presentation materials beforehand, and issuing detailed minutes afterward to document key decisions, action items, attendees, and discussions. This meticulous documentation ensures accurate and valuable records of meeting proceedings.
- Schedule Management: Developing and maintaining a comprehensive project schedule, tracking progress, and proactively addressing any potential delays or scheduling conflicts.
- Resource Management: Effectively allocating and managing project resources, including personnel, equipment, and budget, to ensure efficient project execution.

Deliverable: Attendance to project meetings, meeting minutes, project progress memorandums.

1.2 Project Coordination

This task encompasses all necessary efforts to ensure effective communication and coordination throughout the project. This includes:

- Client and Stakeholder Communication: Maintaining open and consistent communication with the City and all stakeholders, providing regular updates and addressing any concerns.
- Due Diligence Coordination: Coordinating with public and private entities to gather necessary information and ensure compliance with all applicable regulations.
- Regulatory Review: Thoroughly reviewing and understanding all relevant regulatory requirements to ensure project compliance.

All coordination efforts and findings will be summarized and submitted to the City in periodic project progress reports.

Deliverable: Project progress memorandums.

2.0 Survey

This task includes all effort required to perform a topographic survey of only the selected preferred route for Shoal Point Entry Road.

2.1 Boundary and Topographic Survey

The survey project will cover approximately 17,700 linear feet of access road and involve about 13 subject parcels situated exclusively along the chosen preferred route. Field activities will include collecting all necessary property corner monuments and boundary evidence. Utility structures and features, as identified by a Quality Level D and C SUE investigation, will be located. Additionally, topographic features, existing improvements, will be captured. All the above listed items will be captured using conventional survey methods, not LiDAR scanning. A base map in CAD format will be produced for the use of the design team.

After the fieldwork, a boundary analysis will be performed to establish the approximate boundary lines for the subject properties based on the collected evidence. If required by the project specifications, a Survey Control Map may also be provided as a deliverable.

2.2 Survey Control Points

During survey field operations, three (3) to four (4) permanent primary project control monuments (Control Points and Benchmarks) will be established and documented. Additionally, eight (8) to ten (10) secondary control points will be set.

2.3 Desktop Deed & Title Search

Desktop deed research involves a preliminary investigation of subject and adjacent property's boundary locations. CED will begin by obtaining publicly available copies of the property's deeds, easements, and plat records from sources like the county clerk's office or online databases. Review of these documents shall not include establishment of full chain of titles and will not constitute a title commitment.

2.4 Survey Review and QA/QC

QA shall encompass the proactive strategies and documented procedures established before and during the survey process to prevent errors, including rigorous equipment calibration schedules for instruments like total stations and GNSS receivers, adherence to established fieldwork methodologies, and clear project planning defining required accuracies and deliverables. QC will involve the reactive checks and verification steps performed after specific tasks are completed to detect and correct errors, such as independent reviews of field notes, calculation checks for traverse closures and boundary resolutions, data validation, peer review of drafted maps and plats against calculations and field data, and a final comprehensive review of all deliverables for completeness, accuracy, and adherence to standards before they are issued.

Assumptions

The surveyor will be granted Right of Entry (ROE) to approximately 20 properties (around 13 subject properties and 7 adjacent properties) for data collection along the project site. Some oil/gas facilities may require safety training for site access. This estimate accounts for a few days of training and check-in time; any additional standby time will be negotiated separately.

Deliverable: Topographic Base Map with Approximate ROW (to be used for Preliminary Engineering Exhibits) & Survey Control Map.

3.0 Environmental & Natural Resources & Permitting

3.1 Ecological Study

The CED Team for this survey will consist of one crew staffed by one Lead Biologist and one Assistant Biologist. Surveys and assessments for wetlands, waterbodies, federally and state listed protected species habitat, and marine resources per agency requirements. This on-ground survey will refine potential project impacts identified in Phase I of this proposal.

CED will prepare separate reports for the following ecological surveys completed for use in subsequent permitting actions:

- Wetlands and Waterbodies Survey to support USACE Permit Application
- Protected Species Habitat Assessment to support clearance under Section 7 of the Endangered Species Act
- Marine Resources Summary Report

3.2 Terrestrial Cultural Resources Investigation

CED will conduct a Phase I Cultural Resource Survey to investigate areas adjacent to potentially jurisdictional Waters of the United States (WOTUS) and areas identified through the preliminary records review and environmental permitting process. Investigations will be conducted in accordance with the Texas Historical Commission Guidelines and National Historic Preservation Act (NHPA) Section 106 standards.

Following the completion of fieldwork and analysis, CED will prepare a draft report detailing the results of the Phase I Cultural Resource Survey. All reporting will follow the Texas SHPO guidelines and will be consistent with NHPA Section 106 requirements and 36 C.F.R. § 800.11. The report will document all field methodologies, findings, and any cultural resources identified during the survey. It will also include previous investigations in the area, natural and cultural environmental background information, methodology employed during the investigation, the content and extent of any cultural resources encountered, recommendations for further work (if appropriate), and evaluations of cultural resources for eligibility for listing on the NRHP.

There are no known cultural resources within the potential project area and this scope and fee assume that no new cultural resources will be identified within the project area. Should a site be identified, the City will be notified and the potential change addressed at that time.

3.3 Mitigation Estimate Update and Design Input

Utilizing the best available data (see Phase II or Phase III Scope below), CED has allotted budget to allow senior staff to refine potential mitigation fees and project design restrictions with the city and engineering teams to allow for the most accurate depiction of next steps required upon completion of the final Preliminary Engineering Review report.

While desktop data from Phase I will allow for estimate of mitigation and design constraints field data collected per agency standards would allow for a refined estimate and initial design. CED

expects the potential difference is potential mitigation costs to be no more than 20% between desktop and field survey tasks listed below.

Field Surveys will be required in order to complete Phase III of the project.

Deliverable: Environmental Assessment Report (to be included in PER).

4.0 Geotechnical Analysis

This task will involve a geotechnical desktop review to evaluate existing conditions and anticipated risks, on a preliminary basis, related to general development and construction for each of the three (3) layout options currently under consideration. Following desktop review and based on the City's decision regarding the most feasible option, we will complete a preliminary geotechnical exploration and report for the selected layout to provide preliminary geotechnical recommendations based on laboratory testing, field exploration, and engineering best practices.

4.1 Preliminary Geotechnical Exploration and Report

Based on our conversations and information noted above, CED will perform a preliminary geotechnical exploration at Shoal Point to support the preliminary design of the preferred alternative selected from the Phase 1 evaluation of the three (3) alternatives. This task assumes preliminary evaluation of pavement improvements for both the existing road and areas without established pavement, as well as preliminary evaluation of bridge abutments.

A. CED will provide a subcontractor to mobilize all terrain mounted drilling equipment to perform Standard Penetration Test (SPT) borings along the proposed access road and at proposed bridge abutments to visually classify the subsurface soils, evaluate groundwater conditions, and obtain soil samples for laboratory testing. We will perform up to 8 borings as follows: up to six (6) borings will be performed along the roadway alignment, which will be advanced to depths of ±10 feet below the ground surface (BGS), and two (2) borings will be performed at the proposed bridge abutments (one (1) boring at each abutment), which will be advanced to depths of 100 feet BGS or a minimum of 20 feet into suitable bearing material, whichever occurs first. . We have allotted three **(3) days of drilling** to explore the site.

B. The subsurface exploration program will be performed under the full-time supervision of a geotechnical specialist who will observe and log the explorations, collect soil samples, and will be acting under the direction of a licensed geotechnical engineer. Explorations will be field located by our representative using hand-held GPS equipment and/or by measuring from existing site features using conventional taping methods. Boring locations may be offset as needed depending on access and existing site conditions (e.g., utilities, structures, obstructions, etc.).

C. Representative samples obtained from the explorations will be subjected to limited laboratory testing to evaluate general engineering characteristics. Such testing will likely include moisture content, grain-size distribution, Atterberg limits, California Bearing Ratio (CBR), Modified Proctor, and one-dimensional consolidation testing.

D. We will prepare a report that contains the results of the field and laboratory testing, as well as our preliminary geotechnical recommendations for the project, including but not limited to:

   a. Exploration location plan.
   b. Individual soil profile logs, including groundwater levels.
   c. Laboratory test results.
   d. Earthwork recommendations, including suitability of on-site materials for re-use as structural fill or backfill and compaction requirements.
   e. Bridge foundation considerations.
   f. Lateral earth pressure parameters.
   g. Seismic design considerations.
   h. Control of surface water and groundwater
   i. Pavement design parameters.

This task assumes that a bridge component will be included in the proposed layout and marine explorations at not necessary for preliminary design. This pricing may be reduced if a layout with a bridge component is not selected.

General Geotechnical Procedures

The subcontractor shall be responsible for requesting public utility mark outs; however, the client shall be responsible for providing us with available information for private on-site utilities. CED is also providing subsurface utility designation services for private utilities as a separate task within this proposal. We will perform our explorations in areas clear of marked utilities; regardless of the level of effort we cannot be held responsible for damage to utilities that are not marked, incorrectly marked, or otherwise not physically exposed by Level 'A' locating techniques.

Due to the nature of the work, some disturbance and settlement should be anticipated at and between the exploration locations. It will be the option of the client to maintain the grade at each test location should settlement occur. In particular, the drilling equipment may leave track marks and ruts in unvegetated areas. Repair of these areas is not included in the cost of this proposal and will need to be provided by others.

The Client will provide any available project information as it relates to the services provided herein. The client agrees to indemnify, hold harmless, and defend Colliers Engineering & Design and any of Colliers Engineering & Design 's employees from and against all loss, injury, damage, and legal liability, including attorney's fees and other costs of defense arising out of any structural damage, utility damage, or boring settlement.

The test borings will each be advanced utilizing solid-stem/hollow-stem auger and/or mud-rotary drilling techniques. Soil samples will be obtained from within the borehole by means of a standard two-inch outside-diameter split spoon sampler advanced in accordance with ASTM Designation D-1586 for the Standard Penetration Test.

Soil samples will be classified in the field and transported to our office for further review and evaluation, as necessary. The samples will be stored for a period of 60 days from the date of our report, unless otherwise negotiated with the Client.

Notes and Assumptions

- The Desktop Geotechnical Evaluation is based solely on available data and general industry standards.
- The fees for field tasks are based on 8 hours/day, non-union, non-prevailing wage. We will notify you if additional field time is required to complete the work herein.
- Unrestricted access to the subject property will be provided by the Client on the dates and times requested.
- The exploration locations are accessible to ATV-mounted drilling equipment.
- It is assumed that exploration locations will be accessible without the need to clear trees or vegetation, or traffic control services. Additional charges will apply should clearing, traffic control, and/or remobilization be required to access boring locations. We will notify the Client if this requirement is identified, as work proceeds.

We will attempt to complete the proposed work in the anticipated time frame. Should delays prevent completion of the proposed scope of services as planned, we will contact the Client to discuss options for extending field time.

Deliverable: Geotechnical Report (to be included in PER).

5.0 Traffic Analysis

5.1 Traffic Impact Analysis

CED will perform a Traffic Impact Analysis at the intersection of Loop 197 & Shoal Point Entry Road in the City of Texas, Texas. The purpose of the Traffic Impact Analysis is to review future traffic projections and operations associated with the Shoal Point Entry Road project as well as future developments by others in the area. To this end, the following is proposed for this project:

1. Field Investigation. A field observation will be conducted to obtain an inventory of existing roadway geometries, traffic control operations, signage, lane markings, locations and geometry of adjacent driveways, existing sight restrictions and to observe the daily operations of the roadway system and existing traffic patterns in the area immediately adjacent to the subject intersection.
2. Coordinate with Stakeholders. CED will coordinate with City Staff, TxDOT, Police Department and Property Owners in the area to understand critical operational and safety needs at Loop 197 & Shoal Point Entry Road.
3. Existing Traffic Data Processing and Review. CED will review the existing weekday 13-hour and weekend peak hour traffic volume data at the subject intersection.
4. Future Volume Forecasting. CED will project future traffic volumes based upon population growth and development near the subject intersection.
5. Capacity Analyses. Capacity analyses will be conducted to evaluate the existing and future operation and level of service of the subject intersection. The study intersection will be analyzed for the weekday AM and weekday PM peak hour periods. The Regional Transportation Plans and adjacent developments (by others) will be considered in the capacity analysis.

6. Sight Distance. A sight distance evaluation will be performed based on the current AASHTO policy.
7. Auxiliary Lane Evaluation. The intersection turn lane configurations will be reviewed with respect to the capacity analysis and turn lanes warrants.
8. Improvements Recommendation. The recommended intersection improvements will be detailed in the Traffic Impact Study.

Deliverable: Traffic Impact Analysis Report (to be included in PER).

5.2 Signal Warrant and Crash Analysis

Our office will prepare a Traffic Signal Warrant Analysis at the T-intersection of Loop 197 & Shoal Point Entry Road, following the methodology outlined in the Texas Manual on Uniform Traffic Control Devices (TMUTCD). To complete the warrant analyses, hourly approach traffic volume data must be collected over a 13-hour period and analyzed. Accordingly, we propose the following:

- Count and tabulate the hourly weekday traffic volume data to develop northbound and southbound "major road approach volumes" for Loop 197.
- Count and tabulate the hourly weekday traffic volumes data to develop westbound "minor road approach volumes" for Shoal Point Entry Road.
- Using the summarized major road and minor road hourly volumes, compare the TMUTCD traffic volume warrants with the resulting traffic volumes, to determine whether signalization is warranted.
- Prepare a summary table outlining the major and minor road traffic volumes for each study hour and whether or not the appropriate traffic volume warrant criteria is satisfied.
- Include the necessary 8-Hour, 4-Hour and Peak Hour Traffic Signal Warrant graphs with the hourly traffic volume data plotted on the representative graphs.

Additionally, a crash analysis will be conducted at the intersection of Loop 197 & Shoal Point Entry Road. Our office will review the most recent three-years of crash data. We will review crash rates to statewide averages and review crash trends, severity and types/contributing factors. The results of the Traffic Signal Warrant and Crash Analysis will be summarized in a report including the necessary back-up data, summary tables and graphs

Deliverable: Signal Warrant and Crash Analysis (to be included in PER).

5.3 Traffic Data Collection

Turning Movement Counts (TMCs) will be conducted at the intersection of Loop 197 & Shoal Point Entry Road in the City of Texas, Texas. The TMCs will be conducted specifically while local schools are in session and not on any holidays. A 13-hour weekday traffic count will be conducted from 6AM-7PM to provide adequate data to support the capacity analysis and a traffic signal warrant. The traffic count data will include passenger vehicles, trucks, and non-motorized traffic. The traffic counts will be conducted using MioVision video cameras, which can provide video insight into the queueing and operations of the study intersection. Please note, it will typically take one week to schedule counts and notify the City. It will take one additional week to process the count data to be suitable for the traffic analysis.

Deliverable: Traffic Data Collection report (to be used in Signal Warrant and Crash Analysis).

6.0 Bridges & Structural Design

As part of Phase 2 of the project, our Bridges & Structures team will develop their portion of the Preliminary Engineering Report (PER) and 30% design plans based on the Preferred Alternative 3. For the PER, they will provide written descriptions of the required structural work, including the Mechanically Stabilized Earth (MSE) walls and a culvert, along with preliminary cost estimates for each. The MSE walls will support the proposed roadway as needed on each side, while the culvert will be located at the southeast corner of the State Highway Loop 197 bridge, below the proposed roadway entrance, to ensure proper drainage is maintained. The preliminary design will be limited to a general layout of the retaining walls/MSE walls and culvert, as well as approximate spans and structure types. Advanced design details, such as rebar designs, are not included within this scope.

Exclusions and Assumptions

- During phase 1 investigations, only presently available information will be studied and no new site investigations, borings, surveys etc. will be conducted as part of this work;
- Hourly rates that make up the fee proposal are valid for project duration, expected to conclude within a year of proposal submittal;
- A total of 6 hours per phase will be dedicated for staff attending project coordination meetings. Meeting attendance for issues outside of the scope of phases 1 and 2 work is excluded from the fee;
- Attendance at meetings beyond those listed in this proposal (assumed one 2-hour meeting per month for three months);
- Engineering analysis, design and plans (unless *outlined* above);
- Design of other structures not specifically included above;
- Pre-engineered elements, other than specifying design criteria;
- Structural material testing, or core sampling;
- Rental of Equipment;
- Bidding and Construction support services unless outlined above;
- Special inspections, reports or signoffs;
- Legal Testimony;
- Application fees and escrow deposits for any regulatory review agencies;
- Changes or revisions beyond our control or changes in basic concept after design service has been accomplished;
- Substantial plan revisions, changes, or preparation of additional design support documents requested during the course of the review of the project;
- Design of any mechanical, electrical, and plumbing systems;
- Civil/Site design elements, such as sidewalks, retaining walls, soil retainage, site stairs, landscaping, hardscaping, etc.;
- Design of site drainage system and/or any flood zone related design issues;

Our service does not include any services related to means and methods of construction such as shoring, bracing, sheeting, temporary framing and any other temporary or permanent stability and safety measures.

Deliverable: Bridge and Structural Design (to be included in PER).

7.0 Roadway Design

This task encompasses all tasks related to the preliminary design of the proposed road improvement alternatives. Additionally, the efforts completed under this task will define the entry road alternatives and identify potential opportunities and challenges associated with each alternative. This task includes preparing conceptual design/plans for City & stakeholder review and comment

7.1 Civil Engineering Designs

The Civil Engineering Designs effort shall include all engineering design required to provide a preliminary (30% complete) design of the preferred alternative road route. This shall include analyzing the existing drainage area and overland sheet flow involves a comprehensive assessment of the existing topography, soil types, and rainfall patterns to determine how stormwater currently flows across the site. Additionally, this involves using hydrologic modeling software to simulate runoff and identify potential drainage issues. CED will develop a proposed drainage area and storm sewer design to effectively manage stormwater runoff, ensuring the new roadway and surrounding areas are adequately protected from flooding. This design considers factors such as pipe sizing, inlet placement, and detention pond requirements to comply with local regulations and protect water quality.

The roadway design part of this task encompasses the geometric layout of the road, including horizontal and vertical alignment, lane widths, and intersection configurations. This design considers factors such as traffic volume, speed limits, and safety standards to ensure a functional and efficient roadway. Signing and striping design to complement the roadway design, including the selection, placement, and sizing of traffic signs and pavement markings will also be included in this task.

7.2 Hydrologic and Hydraulic Analysis

This task shall include all effort required to perform a comprehensive hydrologic and hydraulic analysis for the Shoal Point Entry Road project. CED will conduct a thorough investigation to establish potential impacts from flooding and erosion on the various roadway design alternatives. The flood plain analysis shall include watershed delineation, rainfall analysis, runoff estimation, and existing conditions hydrograph development. The flood control task shall include modeling to simulate flow through culverts, bridges or other drainage structures proposed in the preliminary designs.

Deliverable: Hydraulic & Hydrologic Analysis Report (to be included in PER).

7.3 Drawing Preparation

This sub-phase will include the required effort to produce a full set of 30% complete construction plans for the proposed road, drainage, and utilities. The drawings will generally include a cover sheet, overall project layout, typical road cross-sections, plan and profile sheets, drainage design sheets, and sheets addressing standard construction details for proposed road components.

Deliverable: 30% Set of Plans (to be included in PER).

7.4 Preliminary Utility Design

The preliminary utility design task involves a series of tasks aimed at ensuring the safe and efficient integration of utilities with the new roadway infrastructure. Key tasks include accurately locating and mapping existing underground utilities, coordinating with utility companies to understand their future plans, and planning for the relocation of utilities that conflict with the roadway alignment. Furthermore, the design must consider the extension of necessary utilities to serve the new roadway and any adjacent development, while also implementing measures to protect existing utilities during construction.

CED will consider potential conflicts between the roadway and existing utilities, and identify any potential challenges related to the installation/extension of new utility lines. These conflicts and challenges will be summarized in a Utility Design Report to be included in the PER.

Deliverable: Utility Design Report (to be included in PER).

8.0 Preliminary Engineering Report

8.1 Opinion of Probable Construction Cost

A detailed opinion of probable construction costs (OPCCC), using quantities derived from the 30% preliminary engineering design will be prepared by CED. The OPCC will be included in the 30% drawings and will be broken down on a sheet-by-sheet basis that will correspond to the plan and profile sheet for the proposed roadway. At this preliminary design stage, the OPCC will also include a contingency cost, calculated as a percentage of the total construction cost, to account for additional construction items not fully designed at the 30% design stage.

8.2 Report Preparation

A Preliminary Engineering Report (PER), guided by the analysis and data collected, will be prepared. The PER will generally include the following:

1. Introduction. Will include precise project location and a clear statement of existing conditions. Additionally, will briefly explain the reasons for the intersection improvement project. Will conclude by defining a specific, measurable, achievable, relevant and time-bound goal for intersection improvements.
2. Existing Conditions. Will include a summary of the traffic analysis including traffic volume data, posted and observed speed data, and accident history. Additionally, will include a summary of the pavement condition assessment and subsurface geotechnical findings. The section will also include description of utility conflicts.
3. Alternatives Analysis. The section shall explore a range of feasible intersection improvement options that would adequately address the project goals. Each potential alternative will be described in detail accompanied by schematic drawings of each alternative. This description will be followed by an evaluation of the alternatives. The evaluation will analyze each option based on criteria such as cost effectiveness, traffic impacts, environmental impact, social and economic impacts, and sustainability. This section will close with a discussion of the

advantages and disadvantages of each alternative along with a recommendation of a preferred alternative that best meets the project objectives and minimizes adverse impacts.

4. Conclusions & Recommendations. The final section of the PER shall summarize the findings of the report. This section shall also present conclusions regarding the feasibility and desirability of the preferred alternative. The section will close with a recommendation on the next steps in the project development process outlining the final design, permitting, and construction process.
5. Appendices. Section includes supporting documentation such as traffic data, accident reports, pavement condition assessments, maps, and any other relevant information.

Deliverable: Preliminary Engineering Report.

9.0 QA/QC

Throughout all phases of the tasks described above, CED follows an established protocol of Quality Assurance and Control (QA/QC). This is necessary to ensure the deliverables meet company standards and are adequate for bidding and construction.

Deliverable: QA/QC checklist and progress reports can be shared with the City upon request.

10. Optional Services – Right-of-Way & Land Services

The services for Right-of-Way (ROW) acquisition will be provided for the three parcels involved in the project, addressing all aspects of negotiations, title review, appraisals, and coordination with the City and other stakeholders.

10.1 Negotiation Fee

The team will negotiate with landowners based on approved design plans and surveys. This includes attending appraisal inspections with certified appraisers, meeting landowners, and logging in all communications. Initial and final offers will be mailed via USPS certified mail, with efforts to meet landowners in person. If applicable, the team will encourage landowners to accept a Possession and Use Agreement. All counteroffers will be submitted to the City for review.

10.2 Title

The team will review and clear the title to meet the City's requirements. This includes coordinating title curative matters with WFG National Title Company and ensuring a smooth closing with the delivery of the title policy. Title insurance, closing fees, recording fees, and incidental title curative fees will be covered by the City.

10.3 Appraisals

The team will attend appraisal inspections with certified appraisers and meet landowners to gather necessary data. Approved appraisals will be analyzed before making any written offers to ensure alignment with appraised values. Counteroffers will be submitted to the City for approval.

10.4 Appraisal Review (as needed)

If required, the team will conduct an appraisal review, making any necessary adjustments. The team will attend project status meetings to provide updates on appraisals and negotiations.

Ongoing Reporting and Coordination: The team will provide weekly status reports and attend project status meetings as needed. The team will also review design plans and surveys to stay aligned with project scope and right-of-way requirements.

10.5 Condemnation Support (if needed)

If condemnation proceedings are required, the team will review the title and draft a Request for Eminent Domain Proceedings. The team will contact and sign up Special Commissioners, schedule hearings with all applicable joined parties, and ensure the presence of a court reporter. Notices of the hearings will be mailed via USPS certified mail to all parties joined, and the team will cause service upon the parties involved. If necessary, the team will attend the Special Commissioner Hearings to provide support. At the conclusion of the proceedings, the team will request the title policy to ensure proper documentation and finalization of the process.

Deliverable: The deliverables will include weekly status reports, offer documentation, title reports, appraisals, and final title policies.

Colliers Engineering & Design

Section III – Project Fees

Schedule of Fees

The Services will be provided for the fixed price amount of FOUR HUNDRED SIXTY-SEVEN THOUSAND, FOUR HUNDRED NINE DOLLARS (**$467,409.00**). The fee is divided into two phases as summarized below:

Phase Name	Fee
Phase I – Alignment Alternatives Analysis	$ 57,960.00
Phase II – Preliminary Engineering	$ 409,449.00
TOTAL SERVICES	**$ 467,409.00**

For your convenience, we have broken down the total estimated cost of the design project into the categories identified within the scope of services and tabulated in the Exhibit A – Level of Effort (LOE).

This Contract and Fee Schedule are based upon the acceptance of Colliers Engineering & Design's Business Terms and Conditions contained in Section II of this Contract. **Payment terms are NET30 of receipt of invoice.**

Exclusions and Understandings

If an item listed herein, or otherwise not specifically mentioned within this agreement, is deemed necessary, Colliers Engineering & Design may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees regarding the extra services.

This scope of work is limited to Phase I (Route Study) and Phase II (Preliminary Engineering Report) of the preliminary engineering design phase.

Section IV –Project Schedule

CED is prepared to start project mobilization immediately after receipt of a Notice To Proceed (NTP) from the City.

Project Schedule

Through communication with the City and information included in the RFP, CED understands that the preliminary design phase for this project, will take 420 calendar days from the date of the NTP.

Attached please find Exhibit C – *Preliminary Project Schedule* to be used for reference only, dates are subject to change based on date of receipt of an NTP.

Section V – Client Contract Authorization

I hereby declare that I am duly authorized to sign binding contractual documents. I also declare that I have read, understand, and accept this contract.

Signature	Date
Printed Name	Title

If you find this proposal acceptable, please sign where indicated above in Section IV, and return one signed copy to this office **Payment terms are NET30 of receipt of invoice**. This proposal is valid until (60 days per business terms).

We very much appreciate the opportunity of submitting this proposal and look forward to performing these services for you.

Sincerely,

Colliers Engineering & Design, Inc.

Guillermo Benavides, PE, ENV SP
Department Manager
cf

Attachments: Exhibit A – Estimated Fees
Exhibit B – Level of Effort (LOE)
Exhibit C – Preliminary Project Schedule
Layout of Preliminary Alternatives

cc: Christopher Otto, PE, CFM, Colliers Engineering & Design (via email)

\\corp.collierseng.com\files\Projects\2024\24013577P\Proposal\Scope\250424 - Shoal Point Entry Road - PER - Scope.docx

Project Name

24013577P - Texas City - Shoal Point Entry - PER

Exhibit A - ESTIMATED FEES

		HOURS		
Phase I	**Alignment Alternatives Evaluation**	**275**	**$**	**57,960.00**
1	**Project Administration**	82	$	19,870.00
1.1	*Project Management*	34	$	8,450.00
1.2	*Project Coordination*	48	$	11,420.00
2	**Environmental & Natural Resources & Permitting**	31	$	5,120.00
3	**Geotechnical Analysis**	48	$	9,575.00
4	**Roadway Design**	40	$	8,165.00
4.1	*Data Collection*	17	$	3,450.00
4.2	*Preliminary Roadway Design*	23	$	4,715.00
5	**Preferred Alternative Report**	50	$	10,270.00
5.1	*Preliminary Opinion of Probable Construction Costs*	28	$	5,875.00
5.2	*Cost Benefit Analysis*	8	$	1,695.00
5.3	*Report Preparation*	14	$	2,700.00
6	**QA/QC**	24	$	4,960.00
Phase II	**Preliminary Engineering**	**1714**	**$**	**409,449.00**
1	**Project Administration**	65	$	18,250.00
1.1	*Project Management*	25	$	7,750.00
1.2	*Project Coordination*	40	$	10,500.00
2	**Survey**	612	$	115,580.00
3	**Environmental & Natural Resources & Permitting**	281	$	40,050.00
4	**Geotechnical Analysis**	79	$	33,134.00
5	**Traffic Analysis**	129	$	27,550.00
6	**Bridges & Structural Design**	100	$	20,140.00
7	**Roadway Design**	315	$	69,645.00
7.1	*Civil Engineering Designs (30%)*	123	$	23,865.00
7.2	*Hydraulics & Hydrology*	46	$	8,970.00
7.3	*Drawing Preparation (30%)*	169	$	32,325.00
7.4	*Utility Design (30%)*	23	$	4,485.00
8	**Preliminary Engineering Report**	108	$	20,820.00
8.1	*Opinion of Probable Construction Costs (OPCC)*	54	$	10,410.00
8.2	*Report Preparation*	54	$	10,410.00
9	**QA/QC**	25	$	5,030.00
10	**Optional Services - Right-of-Way & Land Services (L.S.)**	0	$	59,250.00
	TOTALS HOURS	1989		
TOTAL COST (PHASE I - ALIGNMENT + PHASE II ENGINEERING)			**$**	**467,409.00**

DATE: 4/24/2025

Project Name

240103779 - Texas City - Shoal Point Entry - PER

Exhibit B - LEVEL OF EFFORT (LOE)

Colliers Engineering & Design

EMPLOYEE NAME	Chris Otis	Nabil Gebrem.	Guillermo Benavides	John Wallin	Nicholas Aiello	Carlos Fuentes	Carl Bowers/Max Carter Rea	Logan Smart	Kyle Zigler	Field Survey	Stanford Nguyen	Justin Agar	Marcela Dean	Bobby Lehman / Mark Magno	Jacob Speck	Chase Jinks	Diana Hernandez Vides	Estimator / Engineer	Frances Buchanek	Steven Fox	Alex Tzavellas	CADD Tech	Sebastian Costello	Hannah Carr	Connor Chambers/ Evan Richie/ Hallcock	Celeste Rodgers	Dylan Jack	Title Research	C.J Hensch	Aileen Schwartz	Field Technician	Field Technician	Ariel Walker	TOTALS	
CLASSIFICATION	Senior Principal	Senior Principal	Principal/ Program Manager	Senior Principal	Senior Principal	Project Manager	Project Manager	Principal	Principal	Field Crew (2 person Crew)	Senior Project Engineer	Assistant Project Manager	RPLS, PM	Senior Project Engineer	Principal Investigator	Project Engineer	Project Engineer	Project Engineer	Project Manager	Project Manager	Project Engineer	CADD Tech	Specialist	Specialist	Staff Geologist	SIT/Sr. Tech	LDAR Technician	Third Party Technician ($2,500 per panel)	Traffic Count Subconsultant	Administrative Assistant	Environmental Field Technician	Field Technician	Project Service Manager	Labor Hours	Labor Expense
HOURLY RATE	$ 360.00	$ 360.00	$ 345.00	$ 345.00	$ 345.00	$ 230.00	$ 220.00	$ 210.00	$ 210.00	$ 210.00	$ 200.00	$ 200.00	$ 190.00	$ 190.00	$ 185.00	$ 180.00	$ 180.00	$ 170.00	$ 165.00	$ 165.00	$ 160.00	$ 160.00	$ 160.00	$ 160.00	$ 140.00	$ 140.00	$ 140.00	$ 2,500.00	$ 3,000.00	$ 125.00	$ 115.00	$ 115.00	$ 115.00		
Phase I Alignment Alternatives Evaluation																																	275	$ 57,960.00
1 Project Administration	6	0	17	0	0	22	0	0	0	0	20	0	0	0	0	2	10	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	0	82	$ 19,870.00
1.1 *Project Management*	2	0	9	0	0	6	0	0	0	0	12	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	34	$ 8,450.00
1.1.1 Initial Project Set-up			1																															1	$ 345.00
1.1.2 Meetings and Minutes (2hr @ 1 Meeting / Month, 3 Months)	1		6			2					4					2	2													1				18	$ 4,535.00
1.1.3 Project Schedule						2					4																							6	$ 1,260.00
1.1.4 Project Management	1		2			2					4																							9	$ 2,310.00
1.2 *Project Coordination*	4	0	8	0	0	16	0	0	0	0	8	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	48	$ 11,420.00
1.2.1 City and Stakeholder Communications	1		2			4					2						2													1				12	$ 2,855.00
1.2.2 Public and Private Agency Coordination	1		2			4					2						2													1				12	$ 2,855.00
1.2.3 Regulatory Agency Coordination	1		2			4					2						2													1				12	$ 2,855.00
1.2.4 Private and Public Utility Coordination	1		2			4					2						2													1				12	$ 2,855.00
2 Environmental & Natural Resources & Permitting	0	0	0	0	0	0	0	4	1	0	0	0	0	0	4	0	0	0	12	4	0	0	0	0	0	0	0	0	0	0	6	0	0	31	$ 5,120.00
2.1 Desktop Investigation and Route Assessments								2	1						4				6	4										6			23	$ 3,710.00
2.2 Initial Agency Stakeholder Consultations								2											6															8	$ 1,410.00
3 Geotechnical Analysis	0	0	0	10	0	0	0	0	0	0	0	8	0	8	0	0	0	0	0	0	0	0	0	0	19	0	0	0	0	0	0	0	3	48	$ 9,575.00
3.1 Desktop Geotechnical Evaluation				4								8		8											19								3	42	$ 7,505.00
3.2 Post Report Consultation and Meetings				6																														6	$ 2,070.00
4 Roadway Design	0	0	5	0	0	0	0	0	0	0	7	0	0	0	0	14	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	40	$ 8,165.00
4.1 *Data Collection*	0	0	2	0	0	0	0	0	0	0	3	0	0	0	0	6	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	17	$ 3,450.00
4.1.1 Organize and Incorporate Survey Data											1					2	2																	5	$ 920.00
4.1.2 Engineering Calculations			1								1					2	2																	6	$ 1,265.00
4.1.3 Develop Base Map			1								1					2	2																	6	$ 1,265.00
4.2 *Preliminary Roadway Design*	0	0	3	0	0	0	0	0	0	0	4	0	0	0	0	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23	$ 4,715.00
4.2.1 Drawing Preparation											1					2	2																	5	$ 920.00
4.2.2 Geometric Road Design			1								1					2	2																	6	$ 1,265.00
4.2.3 Pavement Design			1								1					2	2																	6	$ 1,265.00
4.2.4 Drainage Design			1								1					2	2																	6	$ 1,265.00
5 Preferred Alternative Report	0	0	4	0	0	7	0	0	0	0	13	0	0	0	0	13	13	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	50	$ 10,270.00
5.1 *Preliminary Opinion of Probable Construction Costs*	0	0	3	0	0	4	0	0	0	0	7	0	0	0	0	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28	$ 5,875.00
5.1.1 Develop OPCC for Each Design Alternative						1					2					4	4																	11	$ 2,070.00
5.1.2 Permit and Approval Fees Analysis			1			1					2					1	1																	6	$ 1,335.00
5.1.3 Right-of-Way Acquisition Analysis			1			1					2					1	1																	6	$ 1,335.00
5.1.4 Contingencies			1			1					1					1	1																	5	$ 1,135.00
5.2 *Cost Benefit Analysis*	0	0	1	0	0	1	0	0	0	0	2	0	0	0	0	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	$ 1,695.00
5.2.1 Develop Cost-Benefit Analysis for Each Alternative			1			1					2					2	2																	8	$ 1,695.00
5.3 *Report Preparation*	0	0	0	0	0	2	0	0	0	0	4	0	0	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	14	$ 2,700.00
5.3.1 Compile Data and Findings						1					2					2	2																	7	$ 1,350.00
5.3.2 Prepare Maps and Drawing Exhibits						1					2					2	2																	7	$ 1,350.00
6 QA/QC	0	0	2	0	0	6	0	0	0	0	6	0	0	0	0	4	4	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	24	$ 4,960.00
6.1 QA/QC throughout all tasks			1			4					4					4	4													1				18	$ 3,630.00
6.2 Verify deliverables meet CED standards			1			2					2																			1				6	$ 1,330.00
Phase II Preliminary Engineering																																	1714	$ 409,449.00
1 Project Administration	7	0	30	0	0	8	0	0	0	0	8	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	65	$ 18,250.00
1.1 *Project Management*	3	0	14	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	$ 7,750.00
1.1.2 Meetings and Minutes	2		6			4																												12	$ 3,710.00
1.1.4 Project Management	1		8			4																												13	$ 4,040.00
1.2 *Project Coordination*	4	0	16	0	0	0	0	0	0	0	8	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	4	0	0	0	40	$ 10,500.00
1.2.1 City and Stakeholder Communications	1		4								2						2													1				10	$ 2,625.00
1.2.2 Public and Private Agency Coordination	1		4								2						2													1				10	$ 2,625.00
1.2.3 Regulatory Agency Coordination	1		4								2						2													1				10	$ 2,625.00
1.2.4 Private and Public Utility Coordination	1		4								2						2													1				10	$ 2,625.00
2 Survey	0	0	0	0	0	0	0	0	0	320	0	0	150	0	0	0	0	0	0	0	0	0	0	0	0	142	0	0	0	0	0	0	0	612	$ 115,580.00
2.1 Boundary & Topographic Survey										230			96													88								414	$ 78,860.00
2.2 Survey Control Points																																		0	$ -
2.3 Desktop Deed & Title Research													34													30								64	$ 10,960.00
2.4 Survey Review and QA/QC										30			20													24								74	$ 13,460.00
2.5 Travel, Safety & Per Diem										60																								60	$ 12,400.00
3 Environmental & Natural Resources & Permitting	0	0	0	0	0	0	0	49	0	0	0	0	0	0	4	0	0	0	16	40	0	0	0	0	0	0	0	0	0	0	88	84	0	281	$ 40,050.00
3.1 Ecological Resource Survey and Reporting								8											16												40	40		104	$ 13,520.00
3.2 Terrestrial Cultural Resource Survey & Reporting								16							4					40											48	44		152	$ 21,280.00
3.3 Mitigation Estimate Update and Design Input								25																										25	$ 5,250.00
4 Geotechnical Analysis	0	0	0	2	0	0	0	0	0	0	0	13	0	12	0	0	0	0	0	0	38	0	0	0	12	0	0	0	0	0	0	0	2	79	$ 13,134.00
4.1 Preliminary Geotechnical Exploration and Report				2								13		12							38				12								2	79	$ 13,560.00
4.2 Drilling Subcontractor																																		0	$ 13,812.00
4.3 Laboratory Testing (Subcontractor)																																		0	$ 4,386.00
4.4 Travel/Expense																																		0	$ 1,376.00
5 Traffic Analysis	0	0	0	0	22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	53	53	0	0	0	0	1	0	0	0	0	129	$ 27,550.00
5.1 Traffic Impact Analysis					15																		35	35										85	$ 16,375.00
5.2 Signal Warrant and Crash Analysis					7																		18	18										43	$ 8,175.00
5.3 Traffic Data Collection																													1					1	$ 3,000.00
6 Bridges & Structural Design	0	8	0	0	0	0	36	0	0	0	0	0	0	0	0	0	0	38	0	0	0	18	0	0	0	0	0	0	0	0	0	0	0	100	$ 20,140.00
6.1 30% Design for MSE Walls		2					12											8				4												26	$ 5,360.00
6.2 30% Design for Culverts		2					12											12				12												38	$ 7,320.00
6.3 Preliminary Engineering Report Narrative		2					4											2				2												10	$ 2,260.00
6.4 Cost Estimate for MSE Walls		1					2											8																11	$ 2,160.00
6.5 Cost Estimate for Culvert		1					2											8																11	$ 2,160.00
6.6 Meetings							4																											4	$ 880.00
7 Roadway Design	0	0	11	0	0	24	0	0	0	0	48	0	0	0	0	116	116	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	315	$ 69,645.00
7.1 *Civil Engineering Designs (80%)*	0	0	5	0	0	10	0	0	0	0	20	0	0	0	0	44	44	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	123	$ 23,865.00
7.1.1 Existing Drainage Area & Overland Sheet Flow Analysis			1			2					4					8	8																	23	$ 4,485.00
7.1.2 Proposed Drainage Area & Storm Sewer Design			1			2					4					8	8																	23	$ 4,485.00
7.1.3 Roadway Design			1			2					4					12	12																	31	$ 5,925.00
7.1.4 Signing and Striping Design			1			2					4					8	8																	23	$ 4,485.00
7.1.5 Traffic Support for Plan Preparation			1			2					4					8	8																	23	$ 4,485.00
7.2 *Hydraulics & Hydrology*	0	0	2	0	0	4	0	0	0	0	8	0	0	0	0	0	32	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	46	$ 8,970.00
7.3.1 Flood Plain Analysis			1			2					4						16																	23	$ 4,485.00
7.3.2 Flood Control Coordination			1			2					4						16																	23	$ 4,485.00
7.3 *Drawing Preparation (30%)*	0	0	5	0	0	12	0	0	0	0	24	0	0	0	0	64	64	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	169	$ 32,325.00
7.3.1 General Drawings			1			2					4					8	8																	23	$ 4,485.00
7.3.2 Drainage Maps & Calculations			1			2					4					16	16																	39	$ 7,365.00
7.3.3 Plan & Profile Sheets			1			4					8					16	16																	45	$ 8,625.00
7.3.4 Miscellaneous Drawings			1			2					4					16	16																	39	$ 7,365.00
7.3.5 Standards & Details			1			2					4					8	8																	23	$ 4,485.00
7.4 *Utility Design (30%)*			1			2					4					8	8																	23	$ 4,485.00
8 Preliminary Engineering Report	0	0	4	0	0	8	0	0	0	0	16	0	0	0	0	40	40	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	108	$ 20,820.00
8.1 *Opinion of Probable Construction Costs (OPCC)*	0	0	2	0	0	4	0	0	0	0	8	0	0	0	0	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	54	$ 10,410.00
8.1.1 Sheet by Sheet Quantity Take-offs (30%)			1			2					4					12	12																	31	$ 5,925.00
8.1.2 OPCC Calculations			1			2					4					8	8																	23	$ 4,485.00
8.2 *Report Preparation*	0	0	2	0	0	4	0	0	0	0	8	0	0	0	0	20	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	54	$ 10,410.00
8.2.1 Report Narrative and Conclusions			1			2					4					8	8																	23	$ 4,485.00
8.2.2 Prepare Maps and Drawing Exhibits			1			2					4					12	12																	31	$ 5,925.00
9 QA/QC	0	0	2	0	0	2	0	0	0	0	5	0	0	0	0	8	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25	$ 5,030.00
9.1 QA/QC throughout all tasks			1			1					2					4	4																	12	$ 2,415.00
9.2 Verify deliverables meet CED standards			1			1					3					4	4																	13	$ 2,615.00
10 Optional Services - Right-of-Way & Land Services (L.S.)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	$ 59,250.00
10.1 Negotiation Fee																																		0	$ 18,000.00
10.2 Title																																		0	$ 2,250.00
10.3 Appraisals																																		0	$ 16,500.00
10.4 Appraisal Review (if needed)																																		0	$ 7,500.00
10.5 Condemnation Support (if needed)																																		0	$ 15,000.00

TOTALS HOURS	13	8	75	12	22	77	36	53	1	320	123	21	150	20	8	197	213	38	28	44	38	18	53	53	31	142	0	0	1	11	94	84	5	1989	
	$ 4,680	$ 2,880	$ 25,875	$ 4,140	$ 7,590	$ 17,710	$ 7,920	$ 11,130	$ 210	$ 67,200	$ 24,600	$ 4,200	$ 28,500	$ 3,800	$ 1,480	$ 35,460	$ 38,340	$ 6,460	$ 4,620	$ 7,260	$ 6,080	$ 2,880	$ 8,480	$ 8,480	$ 4,340	$ 19,880	$ -	$ -	$ 3,000	$ 1,375	$ 10,810	$ 9,660	$ 575		
TOTAL COST (PHASE I - ALIGNMENT + PHASE II ENGINEERING)																																			$ 467,409.00

Texas City
EST. 1911

EXHIBIT C
PROJECT SCHEDULE
Shoal Point Entry Road PERDesign

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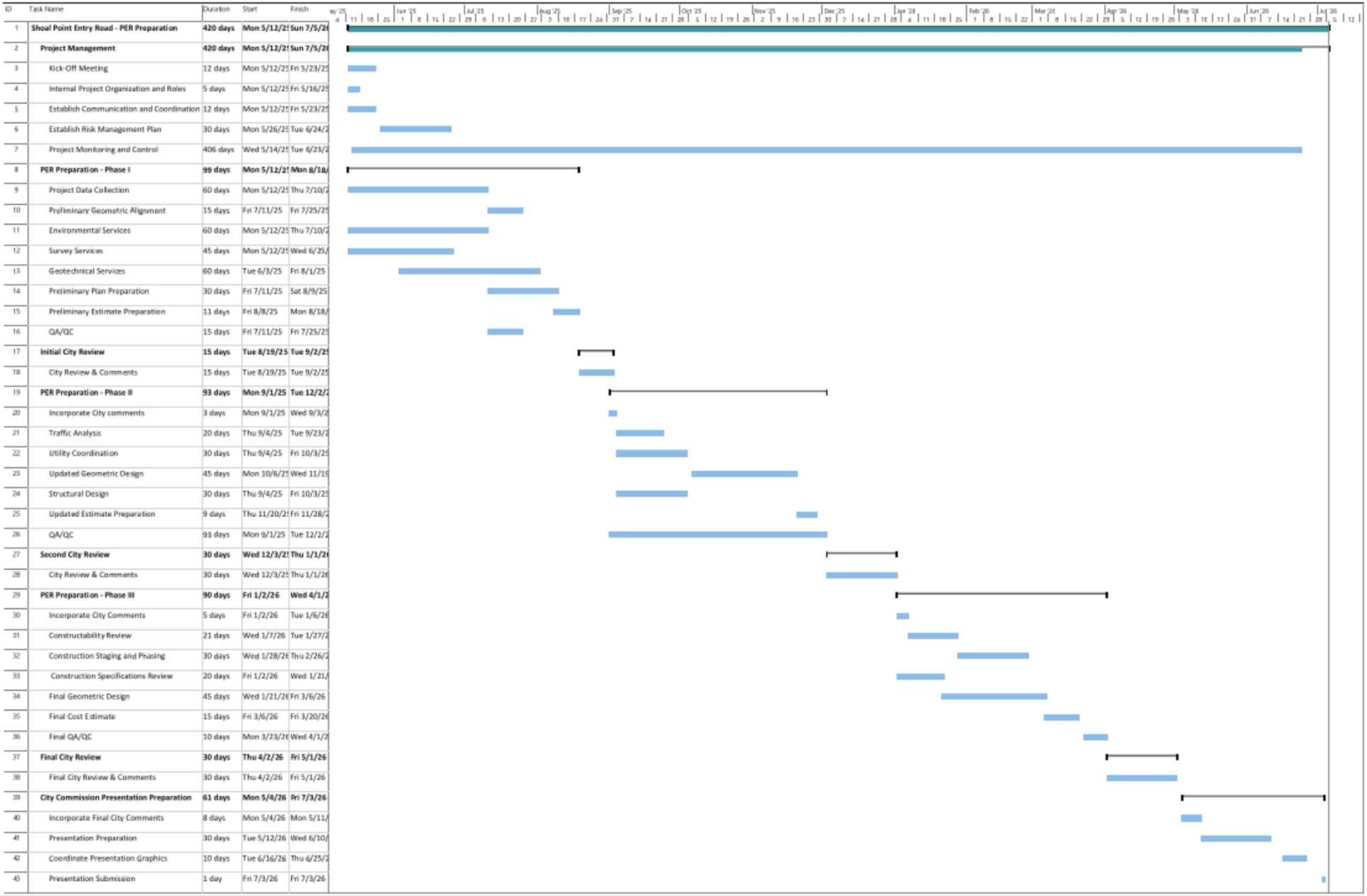
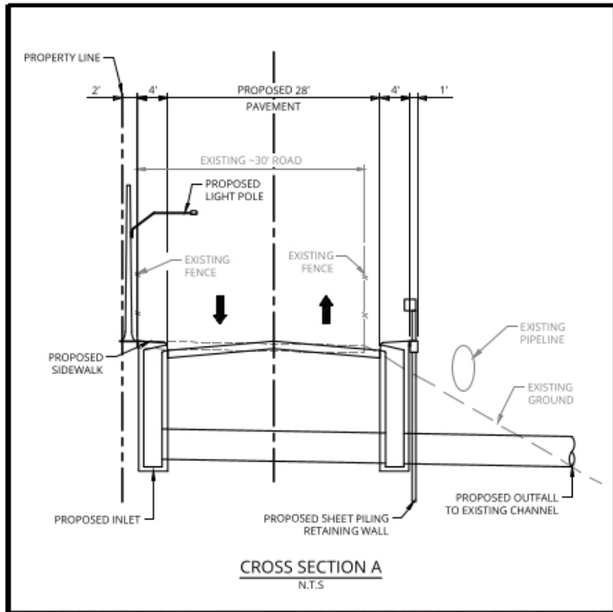


ID	Task Name	Duration	Start	Finish
1	**Shoal Point Entry Road - PER Preparation**	**420 days**	**Mon 5/12/25**	**Sun 7/5/26**
2	**Project Management**	**420 days**	**Mon 5/12/25**	**Sun 7/5/26**
3	Kick-Off Meeting	12 days	Mon 5/12/25	Fri 5/23/25
4	Internal Project Organization and Roles	5 days	Mon 5/12/25	Fri 5/16/25
5	Establish Communication and Coordination	12 days	Mon 5/12/25	Fri 5/23/25
6	Establish Risk Management Plan	30 days	Mon 5/26/25	Tue 6/24/2
7	Project Monitoring and Control	406 days	Wed 5/14/25	Tue 6/23/2
8	**PER Preparation - Phase I**	**99 days**	**Mon 5/12/25**	**Mon 8/18/**
9	Project Data Collection	60 days	Mon 5/12/25	Thu 7/10/2
10	Preliminary Geometric Alignment	15 days	Fri 7/11/25	Fri 7/25/25
11	Environmental Services	60 days	Mon 5/12/25	Thu 7/10/2
12	Survey Services	45 days	Mon 5/12/25	Wed 6/25/
13	Geotechnical Services	60 days	Tue 6/3/25	Fri 8/1/25
14	Preliminary Plan Preparation	30 days	Fri 7/11/25	Sat 8/9/25
15	Preliminary Estimate Preparation	11 days	Fri 8/8/25	Mon 8/18/
16	QA/QC	15 days	Fri 7/11/25	Fri 7/25/25
17	**Initial City Review**	**15 days**	**Tue 8/19/25**	**Tue 9/2/25**
18	City Review & Comments	15 days	Tue 8/19/25	Tue 9/2/25
19	**PER Preparation - Phase II**	**93 days**	**Mon 9/1/25**	**Tue 12/2/2**
20	Incorporate City comments	3 days	Mon 9/1/25	Wed 9/3/2
21	Traffic Analysis	20 days	Thu 9/4/25	Tue 9/23/2
22	Utility Coordination	30 days	Thu 9/4/25	Fri 10/3/25
23	Updated Geometric Design	45 days	Mon 10/6/25	Wed 11/19
24	Structural Design	30 days	Thu 9/4/25	Fri 10/3/25
25	Updated Estimate Preparation	9 days	Thu 11/20/25	Fri 11/28/2
26	QA/QC	93 days	Mon 9/1/25	Tue 12/2/2
27	**Second City Review**	**30 days**	**Wed 12/3/25**	**Thu 1/1/26**
28	City Review & Comments	30 days	Wed 12/3/25	Thu 1/1/26
29	**PER Preparation - Phase III**	**90 days**	**Fri 1/2/26**	**Wed 4/1/2**
30	Incorporate City Comments	5 days	Fri 1/2/26	Tue 1/6/26
31	Constructability Review	21 days	Wed 1/7/26	Tue 1/27/2
32	Construction Staging and Phasing	30 days	Wed 1/28/26	Thu 2/26/2
33	Construction Specifications Review	20 days	Fri 1/2/26	Wed 1/21/
34	Final Geometric Design	45 days	Wed 1/21/26	Fri 3/6/26
35	Final Cost Estimate	15 days	Fri 3/6/26	Fri 3/20/26
36	Final QA/QC	10 days	Mon 3/23/26	Wed 4/1/2
37	**Final City Review**	**30 days**	**Thu 4/2/26**	**Fri 5/1/26**
38	Final City Review & Comments	30 days	Thu 4/2/26	Fri 5/1/26
39	**City Commission Presentation Preparation**	**61 days**	**Mon 5/4/26**	**Fri 7/3/26**
40	Incorporate Final City Comments	8 days	Mon 5/4/26	Mon 5/11/
41	Presentation Preparation	30 days	Tue 5/12/26	Wed 6/10/
42	Coordinate Presentation Graphics	10 days	Tue 6/16/26	Thu 6/25/2
43	Presentation Submission	1 day	Fri 7/3/26	Fri 7/3/26

Project: TO#01 Parking Study
Date: Fri 4/18/25

Task | Split | Milestone | Summary | Project Summary | Inactive Task | Inactive Milestone | Inactive Summary | Manual Task | Duration-only | Manual Summary Rollup | Manual Summary | Start-only | Finish-only | External Tasks | External Milestone | Deadline | Progress | Manual Progress



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REV	DATE	DRAWN BY	DESCRIPTION

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GUILLERMO A. BENAVIDES, P.E.
TEXAS LICENSE # 112686

COLLIERS ENGINEERING & DESIGN
TBPE FIRM # 14909

02/26/2025

EXHIBIT
FOR
TEXAS CITY

TEXAS CITY
GALVESTON COUNTY
TEXAS

Colliers Engineering & Design
HOUSTON
13501 Katy Freeway,
Suite 1350
Houston, TX 77079
Phone: 281.674.7560
COLLIERS ENGINEERING & DESIGN, INC. DOING BUSINESS AS MASER CONSULTING

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
1"=1500'	2/26/25	DGH	GAB

PROJECT NUMBER: 24013577P
DRAWING NAME: C-LAYT-ALTS
SHEET TITLE: ALTERNATIVE 1: DOW CHEMICAL GRAVEL RD IMPROVEMENTS
FIELD BOOK: XX PAGE: XX
SHEET NUMBER: 01 of 03

m:\files\Projects\2024\24013577P\Proposal\DWG\Exhibits\C-LAYT-ALTS.dwg\ALT1 By: DIANA.HERNANDEZ

OWNER: TEXAS CITY

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: GALVESTON COUNTY

GALVESTON LNG PROJECT
USACE PERMIT SUBMITTED 2024

DREDGE AREA

OWNER: TEXAS STATE

OWNER: VALERO REFINING-TEXAS LP

INDUSTRIAL CANAL RD

OWNER: VALERO REFINING-TEXAS LP

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: GALVESTON COUNTY

OWNER: OILTANKING TEXAS INDEPENDENT LP

OILTANKING TEXAS PROJECT
USACE PERMIT SUBMITTED 2016

OWNER: TEXAS STATE

APPROXIMATE PROPOSED
ROAD L = 17,600 FT

LOOP 197S

OWNER: OILTANKING TEXAS CITY LP

OWNER: UNION CARBIDE CORP

OWNER: TEXAS STATE

PROPOSED TRAFFIC
STUDY FOR LOOP
197S INTERSECTION

1+00 10+00 20+00 30+00 40+00 50+00 60+00 70+00 80+00 90+00 100+00 110+00 120+00 130+00 140+00 150+00 160+00 170+00 177+00

OWNER: UNION CARBIDE CORP

OWNER: GULF COAST WASTE/DISP AUTH

OWNER: UNION CARBIDE CORP

OWNER: TEXAS GULF COAST HOLDINGS I LP

OWNER: TEXAS GULF COAST HOLDINGS I LP

N
W
E
S

1500 0 1500

SCALE : 1" = 1500'

SELECT LINEAR UNIT OF MEASURE

By: DIANA.HERNANDEZ

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REV	DATE	DRAWN BY	DESCRIPTION

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GUILLERMO A. BENAVIDES, P.E.
TEXAS LICENSE # 112686

COLLIERS ENGINEERING & DESIGN
TBPE FIRM # 14909

02/26/2025

EXHIBIT
FOR
TEXAS CITY

TEXAS CITY
GALVESTON COUNTY
TEXAS

Colliers Engineering & Design
HOUSTON
13501 Katy Freeway, Suite 1350
Houston, TX 77079
Phone: 281.674.7560
COLLIERS ENGINEERING & DESIGN, INC. DOING BUSINESS AS MASER CONSULTING

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
1"=1500'	2/26/25	DGH	GAB

PROJECT NUMBER: 24013577P
DRAWING NAME: C-LAYT-ALTS
SHEET TITLE: ALTERNATIVE 2
FIELD BOOK: XX
PAGE: XX
SHEET NUMBER: 02 OF 03

OWNER: TEXAS CITY

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: GALVESTON COUNTY

OWNER: VALERO REFINING-TEXAS LP

OWNER: VALERO REFINING-TEXAS LP

INDUSTRIAL CANAL RD

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: TEXAS CITY TERMINAL RAILWAY CO

OWNER: GALVESTON COUNTY

OWNER: OILTANKING TEXAS INDEPENDENT LP

OWNER: TEXAS STATE

OWNER: TEXAS STATE

OWNER: OILTANKING TEXAS CITY LP

OWNER: UNION CARBIDE CORP

OWNER: UNION CARBIDE CORP

OWNER: GULF COAST WASTE/DISP AUTH

OWNER: UNION CARBIDE CORP

OWNER: TEXAS GULF COAST HOLDINGS I LP

OWNER: TEXAS GULF COAST HOLDINGS I LP

GALVESTON LNG PROJECT
USACE PERMIT SUBMITTED 2024

DREDGE AREA

OILTANKING TEXAS PROJECT
USACE PERMIT SUBMITTED 2016

APPROXIMATE PROPOSED
ROAD L = 12,620 FT

PROPOSED TRAFFIC
STUDY FOR LOOP
197S INTERSECTION

PROPOSED IMPROVEMENT ON
EXISTING ROAD L = 7,340 FT

LOOP 197S

1+00 10+00 20+00 30+00 40+00 50+00 60+00 70+00 80+00 90+00 100+00 110+00 120+00 130+00 140+00 150+00 160+00 170+00 180+00 190+00 200+00

N W E S

1500 0 1500

SCALE : 1" = 1500'
SELECT LINEAR UNIT OF MEASURE

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REV	DATE	DRAWN BY	DESCRIPTION
.	.	.	.

THIS DOCUMENT IS FOR INTERIM REVIEW AND NOT FOR BIDDING, CONSTRUCTION, OR PERMIT PURPOSES.

GUILLERMO A. BENAVIDES, P.E.
TEXAS LICENSE # 112686

COLLIERS ENGINEERING & DESIGN
TBPE FIRM # 14909

02/26/2025

EXHIBIT
FOR
TEXAS CITY

TEXAS CITY
GALVESTON COUNTY
TEXAS

Colliers Engineering & Design
HOUSTON
13501 Katy Freeway,
Suite 1350
Houston, TX 77079
Phone: 281.674.7560
COLLIERS ENGINEERING & DESIGN, INC. DOING BUSINESS AS MASER CONSULTING

SCALE:	DATE:	DRAWN BY:	CHECKED BY:
1"=1500'	2/26/25	DGH	GAB

PROJECT NUMBER: 24013577P
DRAWING NAME: C-LAYT-ALTS

SHEET TITLE: ALTERNATIVE 3
FIELD BOOK: XX PAGE: XX

SHEET NUMBER: 03 of 03

CATEGORRY	OB-DESCR	Sum of 2025 Original Budget	Sum of 2025 Revised Budget
SALARIES & BENEFITS	51010-SALARIES	$ 532,961.00	$ 532,961.00
	51070-LIFE & DISABILITY	$ 4,399.00	$ 4,399.00
	51080-RETIREMENT	$ 75,710.00	$ 75,710.00
	51090-MEDICARE TAX	$ 6,133.00	$ 6,133.00
	51110-GROUP HEALTH INSURANCE	$ 26,221.00	$ 26,221.00
	51130-INCENTIVE PAY	$ 3,300.00	$ 3,300.00
SALARIES & BENEFITS Total		**$ 648,724.00**	**$ 648,724.00**
CONTRACTUAL SERVICES	53060-EXPENSE - ADMINISTRATIVE	$ 87,000.00	$ 87,000.00
	53061-BUSINESS VISIT EXPENSES	$ 10,000.00	$ 10,000.00
	53110-DEMOLITION	$ 600,000.00	$ 555,111.25
	53111-BUSINESS INCENTIVE	$ 415,000.00	$ 415,000.00
	53200-UTILITIES	$ 35,000.00	$ 35,000.00
	53201-JANITORIAL FEES	$ -	$ -
	53340-MAINTENANCE - EQUIP. & TIRES	$ 3,000.00	$ 3,000.00
	53540-MAINTENANCE - BUILDING	$ 400,000.00	$ 400,000.00
	53560-MAINTENANCE CONTRACTS	$ 275,000.00	$ 275,000.00
	53567-CITYWIDE LITTER CONTROL	$ 300,000.00	$ 300,000.00
	53570-ADVERTISING/MARKETING	$ 253,000.00	$ 253,000.00
	53680-PROFESSIONAL FEES	$ 220,000.00	$ 220,000.00
	53710-RENT EXPENSE	$ 18,000.00	$ 18,000.00
	53800-DUES & MEMBERSHIPS	$ 74,500.00	$ 74,500.00
	53860-WORKMEN'S COMPENSATION	$ 700.00	$ 700.00
CONTRACTUAL SERVICES Total		**$ 2,691,200.00**	**$ 2,646,311.25**
MATERIALS & SUPPLIES	52200-SOFTWARE	$ -	$ -
	52240-GASOLINE & OIL	$ 3,000.00	$ 3,000.00
	52660-OFFICE SUPPLIES	$ 15,000.00	$ 15,000.00
MATERIALS & SUPPLIES Total		**$ 18,000.00**	**$ 18,000.00**
OTHER CHARGES	54180-CONTRIBUTIONS/DONATIONS	$ 101,000.00	$ 101,000.00
	54300-TRAINING & PERSONNEL	$ 40,000.00	$ 40,000.00
OTHER CHARGES Total		**$ 141,000.00**	**$ 141,000.00**
CAPITAL	55010-LAND & BUILDING IMPROVEMENT	$ 6,836,033.00	$ 6,836,033.00
	55720-PROCUREMENT OF PROPERTY	$ 300,000.00	$ 300,000.00
CAPITAL Total		**$ 7,136,033.00**	**$ 7,136,033.00**
Grand Total		**$ 10,634,957.00**	**$ 10,590,068.25**

Sum of 2025 Actual	Sum of 2025Encumbrances/Requisitions	Sum of 2025 Available	Sum of REMAIN AVAIL BUDGET %
$ 141,139.93	$ -	$ 391,821.07	74%
$ 329.67	$ -	$ 4,069.33	93%
$ 26,255.94	$ -	$ 49,454.06	65%
$ 2,027.92	$ -	$ 4,105.08	67%
$ 13,718.03	$ -	$ 12,502.97	48%
$ 1,107.64	$ -	$ 2,192.36	66%
$ 184,579.13	**$ -**	**$ 464,144.87**	**72%**
$ 2,999.63	$ 2,698.89	$ 81,301.48	93%
$ -	$ -	$ 10,000.00	100%
$ 42,366.00	$ 1,082.00	$ 511,663.25	92%
$ 39,379.91	$ 6,639.28	$ 368,980.81	89%
$ 5,506.92	$ 2,466.47	$ 27,026.61	77%
$ 5,413.15	$ 7,578.41	$ (12,991.56)	#DIV/0!
$ -	$ -	$ 3,000.00	100%
$ 20,256.79	$ 2,224.92	$ 377,518.29	94%
$ 45,271.20	$ 90,234.18	$ 139,494.62	51%
$ -	$ 100,000.00	$ 200,000.00	67%
$ 88,235.25	$ 2,124.79	$ 162,639.96	64%
$ 80,482.14	$ (56,268.32)	$ 195,786.18	89%
$ 1,500.00	$ -	$ 16,500.00	92%
$ 8,444.50	$ 15,675.00	$ 50,380.50	68%
$ -	$ -	$ 700.00	100%
$ 339,855.49	**$ 174,455.62**	**$ 2,132,000.14**	**81%**
$ 4,813.33	$ -	$ (4,813.33)	#DIV/0!
$ -	$ -	$ 3,000.00	100%
$ 139.98	$ 326.18	$ 14,533.84	97%
$ 4,953.31	**$ 326.18**	**$ 12,720.51**	**71%**
$ 660.00	$ -	$ 100,340.00	99%
$ 2,200.00	$ 700.00	$ 37,100.00	93%
$ 2,860.00	**$ 700.00**	**$ 137,440.00**	**97%**
$ 1,806,139.06	$ (1,806,139.06)	$ 6,836,033.00	100%
$ 43,099.02	$ -	$ 256,900.98	86%
$ 1,849,238.08	**$ (1,806,139.06)**	**$ 7,092,933.98**	**99%**
$ 2,381,486.01	**$ (1,630,657.26)**	**$ 9,839,239.50**	**93%**

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 2025-15

A RESOLUTION AUTHORIZING A BUDGET ADJUSTMENT TO SUPPORT THE AGREEMENT FOR PRELIMINARY ENGINEERING REPORT (PER) FOR SHOAL POINT ENTRY ROAD; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, at a meeting of the Board of Directors of the Texas City Economic Development Corporation duly held on June 4, 2025, a general discussion was held to amend the 2024-2025 fiscal year budget to appropriate $467,409.00 for the development of a roadway connecting FM 197 to Shoal Point; and

WHEREAS, a total of $889,181.54 is budgeted in the Texas City Economic Development Corporation's Budget between 801-505-53110 & 53540 for the Demolition and Maintenance-Building to cover the cost of this project; and

WHEREAS, staff recommends a budget adjustment in the amount of $467,709.00 to the professional services budget from the Texas City Economic Development Corporation's Demolition and Maintenance-Building accounts to cover the cost of the project and any necessary change orders that might occur.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION THAT:

SECTION 1: That the facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct.

SECTION 2: That the budget for TCEDC Fiscal Year 2024-2025 of the City of Texas City, Texas, is hereby adjusted.

SECTION 3: That this Resolution shall be finally passed and adopted on the date of its introduction and shall become effective from and after its passage and adoption.

PASSED AND ADOPTED this 4th day of June 2025.

_____

CHAIRPERSON/VICE CHAIRPERSON
Texas City Economic Development Corporation

ATTEST:

_____

BOARD SECRETARY/ALTERNATE
Texas City Economic Development Corporation

TCEDC Agenda **6. c.**

Meeting Date: 06/04/2025

Approve Business Improvement Grant (BIG Grant) in an amount not to exceed $15,000.

Submitted For: Kristin Edwards, Economic Development

Submitted By: Kristin Edwards, Economic Development

Department: Economic Development

ACTION REQUEST (Brief Summary)

Approve Business Improvement Grant (BIG Grant) in an amount not to exceed $15,000.

BACKGROUND

In October 2023, the Texas City Economic Development Corporation established the Business Improvement Grant (BIG Grant) to assist local businesses with a range of improvements.

Staff has received a completed application from Species Gym – Texas City, located at 702 9th Avenue N. The applicant is requesting assistance to replace reception area windows and tint as the windows have multiple cracks. Per the attached estimate, the total cost of these repairs is estimated to be $9,850.75.

Additional insight:
TCEDC provided a grant to Species Gym when they opened their facility, with a total amount of $19,856.74. This amount covered allocations for exterior paint ($2,362.90), signage ($9,850) and build-out ($7,643.84). Species Gym has been hugely successful, with a total member count of 650. Their consistent traffic contributed to the decision by local restaurant owner Rigo Hernandez (Rigo's Café) to extend his hours of operation in order to offer dinner to gym members. Funds are available in the City of Texas City's FY2024-25 annual budget from the Texas City Economic Development Corporation, Fund 801.

ANALYSIS

Approve Business Improvement Grant (BIG Grant) in an amount not to exceed $15,000.

ALTERNATIVES CONSIDERED

Attachments

Photos of broken windows - Species

Species BIG Grant application

Grant application - owner approval

Glass repair quote

Resolution


Open
PURE
WATER ICE
PROTECTED BY
BRINKS


THIS DOOR IS TO REMAIN UNLOCKED DURING BUSINESS HO


Shiner
BOCK

Texas City Economic Development Corporation - Business Incentive Grant Program

The TCEDC Business Incentive Grant Program aims to provide existing businesses within the City of Texas City with up to $15,000 in grant assistance. Eligible businesses must provide proof of operation of at least one (1) year, as well as demonstrate the need for assistance and meet eligibility requirements listed below.

Business Name: Species Gym Texas City

Business Address: 702 9th Ave N, Texas City, TX 77590

Business Contact: Erin Hughes (210) 485-9528

Number of full-time or part-time employees: 0

Annual operating budget: $363,000

Eligibility requirements:

Is your property located within the City limits of Texas City? [X] Yes [ ] No

Is your property in a non-residential zone? [X] Yes [ ] No

Have all owed property taxes been paid for this property? [X] Yes [ ] No

Is the property subject to any liens held by the City? [ ] Yes [X] No

Can you provide sufficient proof of ownership of the property? [X] Yes [ ] No

Is the property in violation of any provisions of the Texas City Code of Ordinances?

[ ] Yes [X] No

Have you received a grant for this property within the last 12 months? [ ] Yes [X] No

Date of submittal: 03-10-2025

Program Tiers: Applicants shall identify the desired incentive level based on the proposed project/improvement type for their property. Tier 1 projects will be eligible to receive up to $5,000 in assistance, and Tier 2 projects will be eligible to receive up to $15,000 in assistance.

The following is not an exhaustive list, but examples of Tier 1 and Tier 2 Improvements.

Tier 1 Improvement examples	**Tier 2 Improvement examples**
Interior Lighting	Landscaping (Shrubs/trees, Irrigation)
Pedestrian (Exterior) Lighting	Fencing
Accent (Exterior) Lighting	Parking/Driveway reconstruction/resurfacing
Paving/Pavers	Demolition
Seating Areas	Code Compliance (City/IBC/Energy)
Awning/shade structures	Fire Suppression Systems
Trash Receptacles	Exterior/Façade Materials

Please provide a brief description of your business, services provided, etc.:

24-hr bodybuilding/fitness gym

Please describe the project/effort or expansion to be supported by this grant:

Replacement of reception area windows and tint. The windows have multiple cracks

Please provide a summary of the costs/expenses associated with this event:

$9,850.75 Admiral Glass Company

Amount approved per TCEDC: _____

*The TCEDC reserves the right to limit grant assistance depending on need and available funds. The TCEDC may choose to issue full grants or matching grants. Application for grant assistance does not guarantee that funds will be issued.

**Recipient businesses cannot be affiliated with any political party.

MSA Properties, LP
1 Purdue Drive
Richboro, PA 18954

March 4, 2025

Grant Application Approval Letter

RE: Species Gym Texas City
702 9th Avenue N
Texas City, Texas 77590

To whom it may concern,

As the property owner of 702 9th Avenue N Texas City, Texas 77590, MSA Properties, LP approves of Species Gym Texas City's grant application with the City of Texas City to replace the reception area windows.

Thank you,

Alexa Fisher

Alexa Fisher
Partner
MSA Properties, LP

ADMIRAL GLASS COMPANY
118 SOUTH IOWA
LEAGUE CITY TX 77573
(281)332-0588 Fax:(281)332-4491
Tax# 76-0119525

Quote: 14584
Date: 03/05/2025

Customer

SPECIES GYM
702 9TH AVE N.
TEXAS CITY TX 77590

Cell:(210)485-9528

Csr:GB Tech: Terms:C.O.D

Qty	Part / Description	Material	Labor	Item Total
4.00	1/4" CLEAR TEMPERED - Approx. 65" x 86"	0.00	0.00	0.00
3.00	1/4" CLEAR TEMPERED - Approx. 45" x 88"	0.00	0.00	0.00
2.00	1/4" CLEAR TEMPERED - Approx. 26" x 76"	0.00	0.00	0.00
1.00	WINDOW FILM - High reflective similar to existing for all 9 pcs	0.00	0.00	0.00
1.00	TOTAL - R&R 9 pcs of glass and install new tint	6,700.00	2,400.00	9,100.00

Notes: Contact Erin @ 210.485.9528

Thank you for choosing ADMIRAL GLASS and MIRROR!
We appreciate your business and hope you will choose ADMIRAL GLASS for all of your future glass needs.

Signature _____

Material	Labor	Tax	Total	Payments	Balance
6,700.00	2,400.00	750.75	9,850.75	0.00	9,850.75

TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION

RESOLUTION NO. 2025-12

A RESOLUTION AUTHORIZING A BUSINESS IMPROVEMENT GRANT (BIG GRANT) TO SPECIES GYM-TEXAS CITY; AND PROVIDING THAT THIS RESOLUTION SHALL BECOME EFFECTIVE FROM AND AFTER ITS PASSAGE AND ADOPTION.

WHEREAS, at a meeting of the Board of Directors of the Texas City Economic Development Corporation duly held on June 4, 2025, a general discussion was held concerning the application of a Business Improvement Grant (BIG Grant) to Species Gym – Texas City for an amount not to exceed $15,000.00; and

WHEREAS, staff received a completed application for the BIG Grant from Species Gym – Texas City, located at 702 9th Ave. N., Texas City, TX 77590. The applicant is requesting assistance with the cost of window replacement and tint; and

WHEREAS, staff is proposing an allocation of funds not to exceed $15,000.00. Funds from the Texas City Economic Development Corporation, Fund 801, are available in the City of Texas City's FY2024-25 annual budget.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TEXAS CITY ECONOMIC DEVELOPMENT CORPORATION THAT:

SECTION 1: The Texas City Economic Development Corporation hereby approves a Business Improvement Grant (BIG Grant) to Species Gym – Texas City, located at 702 9th Ave. N., Texas City, TX 77590, for a maximum allocation not to exceed $15,000.00.

SECTION 2: The Chairman of Texas City Economic Development Corporation or designee is hereby authorized to execute the documents necessary for said grant on behalf of the Texas City Economic Development Corporation.

SECTION 3: This Resolution shall be in full force and effect from and after its passage and adoption.

PASSED AND ADOPTED this 4th day of June 2025.

CHAIRMAN/PRESIDENT
Texas City Economic Development Corporation

ATTEST:

_____

BOARD SECRETARY
Texas City Economic Development Corporation

TCEDC Agenda **6. d.**

Meeting Date: 06/04/2025

Discussion on the proposed Texas City Economic Development Corporation budget for FY2026.

Submitted For: Kristin Edwards, Economic Development

Submitted By: Kristin Edwards, Economic Development

Department: Economic Development

ACTION REQUEST (Brief Summary)

Discussion on the proposed Texas City Economic Development Corporation budget for FY2026.

BACKGROUND

In 2022, the TCEDC partnered with Garner Economics, LLC to develop the “Pathways to Prosperity” Economic Development Action Plan for Texas City. The plan identified key strategies for the City – Asset Development, Execute Effectively, Entrepreneurial Development, and Communicate the Brand – and identified several specific actions associated with each strategy. The vast majority of these actions were integrated into the budget for Fiscal Years 2023-24 and 2024-25, with accomplishments including the establishment of the Phoenix Business Accelerator, the construction of the Texas City Community Plaza, funding a Workforce Liaison with the Texas City Independent School District (TCISD), approved Business Improvement Grants and Chamber Dues Grants, additional marketing for the community on local, regional and state levels, and much more.

As well, staff dedicated significant time and resources to securing a long-term due-diligence lease on Shoal Point, which will ideally lead to the establishment of a $1 Billion project led by Galveston Industries, LLC. This project is in addition to the Galveston LNG Bunker Port project with an expected capital expenditure of at least $250 million. During FY2026, work in these areas will continue and expand, with the overall budget decreasing from approximately $10 million in FY2024-25 (a figure which included funds for the 6th Street Community Plaza construction, to be completed June/July 2025) down to $4,251,571. This figure includes maintenance and operation (M&O) for the 6th Street Community Plaza. It also includes funds to support City-wide wayfinding signage and funds to support a professional retail recruitment effort (both included in the Asset Development section of “Pathways to Prosperity”).

Efforts at the Phoenix Business Accelerator will continue with existing and new clients. Staff contracted for the development of a multi-session educational program to be offered exclusively to clients, and public Small Business Success Series sessions will continue.

With the completion of the 6th Street Community Plaza, regular events on weekdays and monthly concerts will also take place. Finally, in continued partnership with the TCISD Workforce Liaison, the EDC will continue to spearhead a partnership with the College of the Mainland to develop a career pipeline publication.

The proposed budget includes an Assistant Director for FY2026, whose focus will be recruiting new retail developments as well as manufacturing to Texas City. This individual would also assist the Director with day-to-day operations, and would execute the above-mentioned retail recruitment effort.

ANALYSIS

Receive a summary of the Texas City Economic Development Corporation budget for FY2026.

ALTERNATIVES CONSIDERED

Attachments

EDC Budget - draft for presentation

EDC

	Individual Line Items - 801-050	FY25 Totals	FY26 Proposed	Community Matters Matter of Focus	Pathways to Prosperity
EDC	51010-SALARIES	$532,961.00	TBD		
EDC	51070-LIFE & DISABILITY	$4,399.00	TBD		
EDC	51080-RETIREMENT	$75,710.00	TBD		
EDC	51090-MEDICARE TAX	$6,133.00	TBD		
EDC	51110-GROUP HEALTH INSURANCE	$26,221.00	TBD		
EDC	51130-INCENTIVE PAY	$3,300.00	TBD		
EDC	52200-SOFTWARE	$ -			
EDC	52240-GASOLINE & OIL	$3,000.00	$3,000		
EDC	52660-OFFICE SUPPLIES	$15,000.00	$15,000		
EDC	53060-EXPENSE - ADMINISTRATIVE	$87,000.00	$159,901		Asset Development: Retail recruitment
EDC	53061-BUSINESS VISIT EXPENSES	$10,000.00	$10,000		
EDC	53110-DEMOLITION	$600,000.00	$450,000		
EDC	53111-BUSINESS INCENTIVE	$415,000.00	$415,000	2: Economic Dev.	Entrepreneurial Development: Phoenix program
EDC	53200-UTILITIES	$35,000.00	$240,000		6th Street Community Plaza - operation
EDC	53201-JANITORIAL FEES	$ -	$30,000		
EDC	53340-MAINTENANCE - EQUIP. & TIRES	$3,000.00	$3,000		
EDC	53540-MAINTENANCE - BUILDING	$400,000.00	$706,500		6th Street Community Plaza - maintenance
EDC	53560-MAINTENANCE CONTRACTS	$275,000.00	$275,000	5: Beautification	
EDC	53567-CITYWIDE LITTER CONTROL	$300,000.00	$300,000	5: Beautification	
EDC	53570-ADVERTISING/MARKETING	$253,000.00	$311,000		Communicate the Brand: Advertising
EDC	53680-PROFESSIONAL FEES	$220,000.00	$653,000		Communicate the Brand: Tourism website
EDC	53710-RENT EXPENSE	$18,000.00	$0		
EDC	53800-DUES & MEMBERSHIPS	$74,500.00	$77,670	2: Economic Dev.	
EDC	53860-WORKMEN'S COMPENSATION	$700.00	$2,000		

EDC	54180-CONTRIBUTIONS/DONATIONS	$101,000.00	$252,500	1: Public Safety; 5: Beautification; 7: Youth Development	Asset Development: Wayfinding and Execute Effectively: TCISD Workforce Liaison
EDC	54300-TRAINING & PERSONNEL	$40,000.00	$48,000		Execute Effectively: Professional development
EDC	55010-LAND & BUILDING IMPROVEMENTS	$6,836,033.00			
EDC	55720-PROCUREMENT OF PROPERTY	$300,000.00	$300,000	2: Economic Dev.	
	TOTALS	$9,986,233.00	$4,251,571		

Note: In the event of approved budget adjustment for FY25 for Shoal Point PER, this amount would decrease by $500,000.