

TASK ORDER FORM

This is Task Order
No. 3, consisting of
31 pages.

Task Order

[NOTE TO USER: Modify as to scope, compensation, schedule, and other key items.]

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated [October 17, 2019] ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order:
- b. Owner: The City of Schertz
- c. Engineer: Kimley-Horn & Associates, Inc.
- d. Specific Project (title): **Dedicated Transmission Main**
- e. Specific Project (description): The City of Schertz plans to install a 16-inch dedicated transmission main to connect to a ground storage tank off of Live Oak Road (Live Oak Tank) to an elevated storage tank near I-35 and Holly Lane (I-35 Tank). The purpose of this work order is to complete a route study to select the most advantageous pipeline route for the City, and Engineer will summarize all findings and recommendations in a Preliminary Engineering Report. The final design associated with the selected route will be completed under a separate work authorization.

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are:
 - as follows: [Reference Engineer scope and fee proposal dated July 8, 2020]
- B. Resident Project Representative (RPR) Services: Does Not Apply
- C. Designing to a Construction Cost Limit: Does Not Apply
- D. Other Services: None
- E. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

2. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are:

- as follows: [Reference Engineer scope and fee proposal dated July 8, 2020 for additional services. Additionally, items listed as exclusions were not included for development of the scope and fee. In the event items excluded from scope and fee are required to finalize scope associated with this work authorization, or assumptions are modified throughout the project, the need for additional services will be required. Exclusions and Assumptions are referenced in Engineer scope and fee proposal. Engineer will notify City of Schertz and submit an additional service proposal for additional tasks, and will proceed once an amended work authorization is fully authorized.]

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B, subject to the following: [*Reference Engineer Scope and Fee proposal for items to be provided by owner.*]

4. Task Order Schedule

In addition to any schedule provisions provided in Exhibit A or elsewhere, the parties shall meet the following schedule:

The proposed schedule for this work authorization is based on a 6-month duration, excluding the weeks of Thanksgiving and Christmas/New Years, and assumes a Notice to Proceed of August 10, 2020. Dates provided below are submission dates by Engineer and City and will be adjusted accordingly based on actual Notice to Proceed. Delays in obtaining Rights-of-Entry from property owners will delay submittal milestones. Engineer will engage City in the event Rights-of-Entry are not being authorized from property owners.

Notice to Proceed – August 10, 2020

Desktop Alignment Evaluation & Technical Memorandum (TM) – November 19, 2020

City TM Review – December 9, 2020

Final TM Submittal – December 22, 2020

Preliminary Engineering Report (PER) – February 4, 2021

City PER Review – February 16, 2021

Final Submittal – March 4, 2021

Party	Action	Schedule
Engineer	Furnish [3] review copies of the Report and other Study and Report Phase deliverables to Owner.	Within [102] days of the Effective Date of the Task Order.
Owner	Submit comments regarding Report and other Study and Report Phase deliverables to Engineer.	Within [20] days of the receipt of Report and other Study and Report Phase deliverables from Engineer.
Engineer	Furnish [3] copies of the revised Report and other Study and Report Phase deliverables to Owner.	Within [13] days of the receipt of Owner's comments regarding the Report and other Study and Report Phase deliverables.
Engineer	Furnish [3] review copies of the Preliminary Design Phase documents,	Within [57] days of Owner's authorization to proceed with Preliminary Design Phase

Task Order Form

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	opinion of probable Construction Cost, and other Preliminary Design Phase deliverables to Owner.	services.
Owner	Submit comments regarding Preliminary Design Phase documents, opinion of probable Construction Cost, and other Preliminary Design Phase deliverables to Engineer.	Within [12] days of the receipt of Preliminary Design Phase documents, opinion of probable Construction Cost, and other Preliminary Design Phase deliverables from Engineer.
Engineer	Furnish [3] copies of the revised Preliminary Design Phase documents, opinion of probable Construction Cost, and other Preliminary Design Phase deliverables to Owner.	Within [16] days of the receipt of Owner's comments regarding the Preliminary Design Phase documents, opinion of probable Construction Cost, and other Preliminary Design Phase deliverables.
Engineer	Furnish [N/A] copies of the final Drawings and Specifications, assembled drafts of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables, to Owner.	Within [N/A] days of Owner's authorization to proceed with Final Design Phaseservices.
Owner	Submit comments and instructions regarding the final Drawings and Specifications, assembled drafts of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables, to Engineer.	Within [N/A] days of the receipt of the final Drawings and Specifications, assembled drafts of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables from Engineer.
Engineer	Furnish [N/A] copies of the revised final Drawings and Specifications, assembled Construction Contract Documents, bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables, to Owner.	Within [N/A] days of the receipt of Owner's comments and instructions regarding the final Drawings and Specifications, assembled drafts of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), and any other Final Design Phase deliverables

5. Payments to Engineer

- A. Owner shall pay Engineer for services rendered under this Task Order as follows:

Task	Description of Service	Amount	Basis of Compensation
	BASIC SERVICES		
1	Project Management	\$ 33,855.00	[Lump Sum]
2	Environmental Desktop Study	\$ 6,055.00	[Lump Sum]
3	Land Acquisition Coordination	\$ 16,060.00	[Lump Sum]
4	Permit Coordination	\$ 10,260.00	[Lump Sum]
5	Public & Private Utility Coordination	\$ 20,960.00	[Lump Sum]
6	Desktop Alignment Evaluation	\$ 50,970.00	[Lump Sum]
7	Preliminary Engineering Report Development	\$ 70,160.00	[Lump Sum]
8	Preliminary Geotechnical Investigation	\$ 21,403.00	[Lump Sum]
9	Subsurface Utility Engineering	\$ 16,740.00	[Lump Sum]
10	Survey Services	\$ 6,210.00	[Lump Sum]
11	Reimbursable Project Expenses	\$ 2,525.00	[Lump Sum]
	Total Compensation (BASIC SERVICES)	\$ 255,198.00	[Lump Sum]
	SUPPLEMENTAL SERVICES		
1	Additional Meetings	\$ 12,650.00	[Lump Sum]
	Total Compensation (SUPPLEMENTAL SERVICES)	\$ 12,650.00	[Lump Sum]
	Total Compensation (BASIC + SUPPLEMENTAL SERVICES)	\$ 267,848.00	[Lump Sum]

*Based on a [N/A] -month continuous construction period. Reference Task Order Item 4 – Task Order Schedule

Compensation items and totals based in whole or in part on Hourly Rates or Direct Labor are estimates only. Lump sum amounts and estimated totals included in the breakdown by phases incorporate Engineer's labor, overhead, profit, reimbursable expenses (if any), and Consultants' charges, if any. For lump sum items, Engineer may alter the distribution of compensation between individual phases (line items) to be consistent with services actually rendered, but shall not exceed the total lump sum compensation amount unless approved in writing by the Owner.

B. The terms of payment are set forth in Article 4 of the Agreement and in the applicable governing provisions of Exhibit C.

6. Consultants retained as of the Effective Date of the Task Order: Kimley-Horn & Associates, Inc.

7. Other Modifications to Agreement and Exhibits:

[Scope associated with this task order is identified in scope and fee proposal dated July 8, 2020]

8. Attachments: Engineer scope and fee proposal dated July 8, 2020

9. Other Documents Incorporated by Reference: None

10. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is [].

OWNER:

By: _____

Print Name: Dr. Mark Browne

Title: City Manager

ENGINEER:

By:  _____

Print Name: Jeffrey A. Farnsworth, PE

Title: Asst. Secretary

Engineer License or Firm's
Certificate No. (if required): 80190
State of: Texas

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Kathryn Woodlee, PE

Title: City Engineer

Address: 10 Commercial Place, Schertz, TX 78153

E-Mail
Address: kwoodlee@schertz.com

Phone: (210) 619-1823

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Stephen J. Aniol, PE

Title: Project Manager

Address: 601 NW Loop 410, Ste. 350
San Antonio, TX 78216

E-Mail
Address: stephen.aniol@kimley-horn.com

Phone: (210) 321-3404



July 8, 2020

Scott McClelland, PE
Project Manager
City of Schertz – Engineering
10 Commercial Place
Schertz, Texas 78154

**RE: *16-Inch Dedicated Transmission Main Project (Live Oak Tank Site to I-35 Tank) –
Scope and Fee Proposal***

Dear Mr. McClelland:

Kimley-Horn is pleased to submit this scope and fee proposal for professional engineering services for the above referenced project. The scope and associated fee included within this proposal is based on the coordination call between Kimley-Horn & Associates, hereafter referred to as “Consultant,” and the City of Schertz, hereafter referred to as “Client,” conducted on Wednesday, May 13, 2020.

PROJECT UNDERSTANDING

Per the coordination call on May 13, 2020, the intent of this project is to install a dedicated 16-inch water transmission main connecting the Live Oak tank site to the I-35 tank site. These tank sites are currently not directly connected and are fed through the distribution network, which requires the system to operate at higher, undesirable pressures. These higher pressures cause additional stress on the City’s facilities, resulting in increased maintenance and operating costs. Client has not established a route for this transmission main, desires Consultant to evaluate feasibility of connecting to the top of the I-35 Tank, and currently has a separate engineering firm under contract to model the existing network and develop a water/wastewater (W/WW) master plan. Separate engineering firm will model the proposed 16-inch transmission main associated with this project as part of their contract.

This project will be divided into two (2) separate phases. Phase 1 will include the basic services identified in this scope and fee proposal. Phase 2 will include final design, bid and construction phase services. Consultant will submit to Client a separate scope and fee proposal for Phase 2 services, and upon approval from Client, a separate work authorization will be issued to Consultant.

BASIC SERVICES

Phase 1, inclusive of the route study and development of a Preliminary Engineering Report (PER), is identified as “30% Phase” within this proposal. The following tasks outline the proposed basic scope of services to be completed by Consultant for this project:

1. Project Management

- 1.1. Prepare Monthly Summary Reports/Invoicing
- 1.2. Develop Project Management Plan
- 1.3. Schedule Development and monthly updates – Schedule will be developed in Microsoft Project format and pdf copy will accompany the monthly invoice.
- 1.4. Ongoing coordination and communications with Client and internal team meetings
- 1.5. Coordination with Lockwood, Andrews & Newnam (LAN), who is currently under contract with Client to develop a water/wastewater (W/WW) master plan, including any necessary hydraulic modeling
- 1.6. Meetings
 - 1.6.1. Prepare for and conduct monthly progress meetings with Client (six (6) meetings) with an estimated 2-hour duration. Two of these monthly progress meetings will coincide with the half-day coordination workshops identified in 1.6.2. Consultant will prepare meeting agenda and necessary exhibits/graphics.
 - 1.6.2. Prepare for and conduct half-day coordination workshops (two (2) workshops) with an estimated 4-hour duration. Workshop will be held in conjunction with scheduled monthly progress meeting, at interval agreeable to Consultant and Client. Consultant will prepare meeting agenda and necessary exhibits/graphics.
 - 1.6.3. Prepare for and conduct coordination meeting with LAN to discuss W/WW master plan and impacts from this project (one (1) meeting). Consultant will prepare meeting agenda and necessary exhibits/graphics.
 - 1.6.4. Prepare meeting notes
- 1.7. Deliverables
 - 1.7.1. Project Management Plan in Adobe PDF format
 - 1.7.2. Monthly schedule updates in Adobe PDF format

2. Environmental Desktop Review

- 2.1. Desktop environmental review for up to three (3) alternate alignments, to include the following:
 - 2.1.1. Cultural Resources – Consultant will review readily available databases for known historical/cultural resources. More detailed information is only available to Archaeologists. and is not included in the 30% phase. After review of readily available databases and if Consultants determines a more extensive review is warranted for the 30% phase, Consultant will submit a request for additional services to contract with a sub-consultant to perform the additional work.
 - 2.1.2. Biological – A United States Fish & Wildlife Service (USFWS) database search will be prepared using Information from Planning and Consultation (IPaC) to identify known Federally listed Threatened and/or Endangered Species and Critical Habitat that may be present within proposed alignments. Findings will be presented in Task 6.
 - 2.1.3. Jurisdictional Waters – Consultant will review readily available aerial photography and published mapping for the proposed alignments, including historical aerials, United States Geological Survey (USGS) Topographic maps and the United States Department of Agriculture (USDA) soils maps. Observations will be made based on the mapping review

relative to potential USACE (Corps) jurisdiction within the proposed alignments. This task does not include a site visit by an Environmental professional to verify observations. Findings will be presented in Task 6 with a brief discussion of potential aquatic resources within the study area, and an overview of potential USACE permitting options (see 2.2).

2.1.4. Hazardous Materials – An environmental database search will be prepared encompassing the minimum search distances listed in ASTM E 1527-13, 8.2.1 (current Phase I ESA standard). This report will be reviewed for known and suspected contaminated sites. Consultant will utilize readily available online reports and datasets to identify the potential impacts of documented contamination to the subject property. It should be noted that Consultant may not be able to obtain documents that are not already electronic from the regulatory agencies due to COVID-19. The GeoSearch Radius Report cost for the database search, listed in task 11.3, is dependent on the length and/or size of the area being reviewed. For the 30% phase we have assumed a total of 9-miles for search area. This task does not take the place of, nor will it be performed in accordance with all the requirements of a full Phase I Environmental Site Assessment (ESA). Additionally, this review will not be performed to meet the requirements of the All Appropriate Inquiry (AAI). As listed in the Assumptions, a more detailed environmental study will be completed during the final design phase, once the transmission main route is selected.

2.2. Develop conceptual environmental permitting strategy – Consultant will review the information collected in the sub tasks above and provide a conceptual permitting strategy.

3. Land Acquisition Coordination

3.1. Verify right-of-entry (ROE) needs for up to three (3) alternate alignments and list in table format

3.1.1. Obtain ROE for Task 6. Consultant will make up to two (2) attempts to obtain a total of thirty (30) ROE. If, after two (2) attempts Consultant is unsuccessful in obtaining authorized ROE from property owner, Client will coordinate further with individual property owner(s) to secure ROE.

3.2. Verify easement requirements for up to three (3) alternate alignments and list in table format

- 3.2.1. Temporary Construction Easements
- 3.2.2. Permanent Easements

4. Permit Coordination

4.1. Identify anticipated permits and points of contact

4.2. Identify permit requirements and schedule for up to three (3) alternate alignments and list in table format

4.3. Perform ongoing coordination and communication with each permitting entity

4.4. Meetings

4.4.1. Conduct 1-hr coordination meetings with each of the following entities/agencies (assume two (2) meetings total):

- 4.4.1.1. TxDOT
- 4.4.1.2. City of Cibolo
- 4.4.1.3. Guadalupe County

- 4.4.1.4. Other impacted entities/agencies
 - 4.4.2. Prepare meeting notes
5. Public and Private Utility Coordination
- 5.1. Identify points of contact for public and private utilities
 - 5.2. Record Research/Level D Utility Review up to three (3) alternate alignments
 - 5.2.1. GIS files
 - 5.2.2. Record Drawings
 - 5.2.3. Utility Block Maps
 - 5.2.4. Other
 - 5.2.5. Develop existing utilities base map in AutoCAD and ArcGIS formats
 - 5.3. Confirm location of distribution system tie in points
 - 5.4. Develop Quality Level (QL) A and B SUE needs (SUE plan) for final design phase for selected alignment (Reference Task 9)
 - 5.5. For selected alignment, develop a utility conflict/coordination matrix to track anticipated impacted utilities. The matrix will designate future utility location/relocation needs identified in Task 7.4
 - 5.6. Perform ongoing coordination and communication with each utility
 - 5.7. Meetings
 - 5.7.1. Conduct coordination meetings with impacted utilities (assume two (2) meetings total). Consultant will prepare meeting agenda and necessary exhibits/graphics.
 - 5.7.2. Prepare meeting notes
6. Desktop Alignment Evaluation
- 6.1. Initial site visit to review Live Oak and I-35 tank sites
 - 6.2. Evaluate up to 3 alternate alignments
 - 6.3. Perform windshield survey of potential alignments
 - 6.4. Perform conflict analysis
 - 6.5. Confirm route, identify any deviations, and provide recommendations
 - 6.6. Identify proposed trenchless crossings and potential installation methods (jack and bore, tunnel, HDD, etc.)
 - 6.7. Evaluate connection options to I-35 Tank and develop exhibits (options include top and bottom connection)
 - 6.8. Preliminary Geotechnical Investigation (Reference Task 8)
 - 6.8.1. Evaluate and provide recommendations for preliminary geotechnical investigation (number of bores, depths, testing)
 - 6.9. Prepare and submit Pipeline Routing Technical Memorandum (TM) with Route Exhibits and preliminary opinion of probable construction costs
 - 6.10. Meetings
 - 6.10.1. Draft TM review meeting (one (1) meeting). Consultant will prepare meeting agenda and necessary exhibits/graphics.
 - 6.10.2. Prepare meeting minutes

- 6.11. Response to Client comments
 - 6.11.1. Prepare responses to Client comments (comment matrix format)
 - 6.11.2. Address comments provided by Client
- 6.12. Deliverables
 - 6.12.1. Draft TM with Route Exhibits in Adobe PDF format
 - 6.12.2. Comment response table
 - 6.12.3. Final TM with Route Exhibits in Adobe PDF format
- 7. Preliminary Engineering Report Development
 - 7.1. Internal team meetings
 - 7.2. Develop route recommendations and 30% Plan & Profiles for selected route
 - 7.2.1. Scale 1" = 40'H. Estimate twenty-five (25) 11"x17" sheets with double plan view (profiles not included with 30%)
 - 7.2.2. GIS topography
 - 7.2.3. Show trenchless crossings
 - 7.2.4. Show proposed appurtenances (valves, blow-off assemblies, air valves)
 - 7.2.5. Illustrate approximate tie-in locations at tank sites
 - 7.3. Update preliminary opinion of probable construction cost for selected route
 - 7.4. Prepare and submit Preliminary Engineering Report (PER). The PER should address/include the following:
 - 7.4.1. Executive Summary
 - 7.4.2. Introduction
 - 7.4.3. Design criteria
 - 7.4.4. Selected alignment and alternatives considered
 - 7.4.5. Real estate
 - 7.4.5.1. Right of Entry needs
 - 7.4.5.2. Land acquisition
 - 7.4.5.3. Temporary and permanent easements
 - 7.4.6. Public and private utility impacts
 - 7.4.6.1. Include future utility location needs and relocations of existing utilities
 - 7.4.7. Required permits and associated permitting entity/agency
 - 7.4.8. Trenchless construction considerations
 - 7.4.9. Constructability considerations
 - 7.4.10. Staging/hauling/spoils considerations
 - 7.4.11. Pipeline testing considerations
 - 7.4.12. Future access and maintenance considerations
 - 7.4.13. Surface restoration
 - 7.4.13.1. Include pavement restoration requirements from each impacted entity
 - 7.4.14. Traffic control and impacts to the public
 - 7.4.15. Evaluate connections to each existing facility
 - 7.5. Prepare and compile Parcel Easement Worksheets will be included as an appendix to the PER. A template for this worksheet will be developed by Consultant. A separate worksheet will be

completed for each easement proposed across each parcel, and will include information such as: parcel number, owner information, address, proposed pipeline length and appurtenances, acreage to be acquired, environmental concerns, existing utilities, and property owner requests or concerns

7.6. Meetings

7.6.1. Draft PER review meeting (one (1) meeting). Consultant will prepare meeting agenda and necessary exhibits/graphics.

7.6.2. Prepare meeting notes

7.7. Response to Client comments

7.7.1. Prepare responses to Client comments (comment matrix format)

7.7.2. Address comments provided by Client

7.8. Deliverables

7.8.1. Updated pipeline route in AutoCAD and ArcGIS formats (if modified from Task 6)

7.8.2. Draft PER in Adobe PDF format

7.8.3. Comment response table

7.8.4. Final PER in Adobe PDF format

8. Preliminary Geotechnical Investigation

Perform soil bores along alignment alternatives to establish representative subsurface conditions and at major trenchless crossings (major intersections, creeks, etc.), based on recommendations in tasks 6.5 & 6.6. For purposes of developing a fee for this task, seven (7) bores to an average depth of twenty (20) feet are assumed. Consultant will complete the following tasks:

8.1. Coordinate & prepare sub-consultant contract

8.2. Prepare preliminary geotechnical bore plan

8.2.1. Include results in Task 7 as an appendix

8.3. Coordinate with Geotech and perform geotechnical bores

8.4. Review draft boring logs

8.5. Deliverables

8.5.1. Final preliminary geotechnical bore logs in Adobe PDF format

9. Subsurface Utility Engineering (SUE)

Perform Quality Level (QL) A SUE services to identify the location and depth of existing critical utilities crossing selected alignment. For purposes of developing a fee for this task, a total of five (5) QL-A SUE services have been assumed. Consultant will complete the following tasks:

9.1. Coordinate & prepare sub-consultant contract

9.2. Prepare preliminary SUE plan (from task 5.4)

9.2.1. Include results in Task 7 as an appendix

9.3. Coordinate with SUE and perform QL-A SUE

9.4. Review draft SUE test hole data sheet & QL-B markings

9.5. Deliverables

9.5.1. Final QL-A SUE test hole summary sheet in Adobe PDF format

- 9.5.2. 8.5" x 11" Test Hole Data Forms for all test hole locations completed, signed and sealed by a Texas licensed PE

10. Survey Services

Survey locations of geotechnical bores and QL-A SUE associated with Tasks 9 & 10, respectively, and provide horizontal and vertical coordinates. For purposes of developing a fee for this task, two (2) survey trips are assumed. Consultant will complete the following tasks:

- 10.1. Coordinate & prepare sub-consultant contract
- 10.2. Survey trip to obtain geotechnical bores (up to seven (7) bores)
- 10.3. Survey trip to obtain SUE QL-A locations (up to five (5) QL-A locations)
 - 10.3.1. Survey in QL-B designated utilities immediately adjacent to QL-A location
- 10.4. Deliverables
 - 10.4.1. Produce one (1) CAD file inclusive of surveyed data (geotechnical bores and SUE QL-A)
 - 10.4.2. Include results in Task 7 as an appendix

11. Reimbursable Project Expenses

- 11.1. Mileage for site visits and meetings. Mileage will be reimbursed based on the current standard business mileage rate of \$0.575 per mile. We have estimated 13 meeting trips at 35 mi/RT and 9 site visits at 55 mi/RT.
- 11.2. Large scale plotting for any document or plot in excess of 11" x 17"
- 11.3. Hazardous Materials database search (for task 2.1.4)

SUPPLEMENTAL SERVICES

The following tasks outline supplemental services to be completed by Consultant for this project upon written authorization from the Client:

1. Additional Meetings

Attend meetings in addition to those identified in Basic Services. For purposes of developing a fee for this task, five (5) additional meetings are assumed. Consultant will complete the following tasks for each meeting:

- 1.1. Prepare meeting agenda and exhibits and attend meeting
- 1.2. Prepare meeting notes and action items list

ASSUMPTIONS

The following tasks document assumptions made by Consultant for development of this scope and fee proposal:

1. Effort associated with final design, bid and construction services will be issued as a separate work authorization.

2. Consultant will make up to two (2) attempts to obtain ROE from individual property owners. If, after two (2) attempts Consultant is unsuccessful in obtaining authorized ROE from property owner, Client will coordinate further with individual property owner(s) to secure ROE.
3. Schedule for basic services will be approximately six (6) months in length. Delays in obtaining Right(s)-of-Entry (ROEs) from private property owners will add time to the proposed duration.
4. Consultant will prepare, maintain, and share initial database of easement tract information.
5. Sub-consultant services for land acquisition is not anticipated for the 30% Phase. Consultant will sub-contract with land acquisition Consultant after completion of 30% phase.
6. A pipeline route has not been recommended to date. Consultant will recommend most advantageous route to Client as part of the 30% phase. City and DOT ROW are available options.
7. Estimated plan sheet count listed in task 7.2.1 is based on a total pipeline length of 3-miles.
8. Client to provide all relevant utility block maps and record drawings for Client owned utilities relevant to project area(s).
9. It is assumed that LAN, who is currently under contract with Client to complete the W/WW master plan and complete system hydraulic modeling, will perform all hydraulic modeling of the proposed improvements specific to this project. Upon request from Client, the Consultant can complete hydraulic modeling specific to this project as an Additional Service.
10. Fee for proposed Geotechnical work assumes the following:
 - a. A total of 4 borings to be completed along TxDOT/roadway and a total of 3 borings to completed on undeveloped land
 - b. A quantity of 4 TxDOT permits and traffic control (signage only) setups. In the event TxDOT requires more substantial traffic control setup than signage, an additional service will be submitted to compensate the added expense
 - i. Designed traffic control plans will not be required
 - c. Laboratory testing, to be completed in accordance with applicable ASTM standards, will include:
 - i. Water content
 - ii. Liquid and plastic limits
 - iii. Sieve analysis (No. 200)
 - iv. Unconfined compression – soil
 - d. Data report to include:
 - i. Laboratory results from 10.c
 - ii. Boring logs
 - iii. Diagram of site/boring layout
11. Fee for proposed SUE work assumes the following:
 - a. A total of 3 QL-A SUE test holes with a depth range of 0’ – 4’
 - b. A total of 2 QL-A SUE test holes with a depth range of 0’ – 8’
 - c. A total of 3 QL-A SUE test holes to be completed in pavement
 - d. A total of 2 ROW permits
 - e. Designed traffic control plans will not be required
 - f. A total of 2 Standard traffic control setups
 - g. A total of 1 Intersection traffic control setup

- h. Use of a truck-mounted vacuum excavation equipment
 - i. QL-B designation up to 10-feet each side of QL-A test hole
 - j. Utility file in CAD format depicting all designated and located utilities will be provided
 - k. Summary sheet of all test hole coordinate data and depth information to be provided
12. SUE plan to be developed in task 5.4 will be utilized to evaluate approximate level of QL-A/B SUE needs for final design and to identify a budgetary cost for Phase 2 proposal.
 13. All deliverables include addressing one (1) round of comments from Client
 14. Topographic survey for the selected alignment will be performed as part of the final design phase of this project.
 15. Detailed field utility location services will not be provided in the 30% phase, except as documented with proposed SUE work.
 16. All meetings will be held either at the tank sites, Client or Consultant offices.
 17. Consultant will prepare agenda and exhibits for each meeting and workshop.
 18. Detailed environmental studies and field reviews will be completed at the final design phase.
 19. Detailed permitting efforts will be completed at the final design phase.
 20. Detailed geotechnical engineering will be completed at the final design phase.

EXCLUSIONS

The following services are excluded from the basic scope of this project, but can be completed by Consultant upon execution of an additional service should the City request it:

- A. Hydraulic modeling for this project, including proposed transmission main and facility connections
- B. Detailed design drawings and specifications
- C. Additional round of comments to what is specified in the Assumptions
- D. Milestones in addition to what is proposed for this project
- E. Any other services not listed in the basic services

SCHEDULE

Consultant estimates a total schedule of six (6) months for this project. Delays in obtaining Client comments or approved ROE from private property owners will add to proposed schedule, and submission of final deliverables will be adjusted accordingly.

FEE AND BILLING

Consultant will perform the above outlined basic scope of services, including reimbursable project expenses, for a lump sum fee of **\$255,198**. The total proposed fee for basic and supplemental design services, sub-consultant services, and reimbursable project expenses is a lump sum fee of **\$267,848**. The task and fee summary is provided below:

Task	Description of Service	Amount	Basis of Compensation
	BASIC SERVICES		
1	Project Management	\$ 33,855.00	[Lump Sum]
2	Environmental Desktop Study	\$ 6,055.00	[Lump Sum]
3	Land Acquisition Coordination	\$ 16,060.00	[Lump Sum]
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10	Survey Services	\$ 6,210.00	[Lump Sum]
11	Reimbursable Project Expenses	\$ 2,525.00	[Lump Sum]
	Total Compensation (BASIC SERVICES)	\$ 255,198.00	[Lump Sum]
	SUPPLEMENTAL SERVICES		
1	Additional Meetings	\$ 12,650.00	[Lump Sum]
	Total Compensation (SUPPLEMENTAL SERVICES)	\$ 12,650.00	[Lump Sum]
	Total Compensation (BASIC + SUPPLEMENTAL SERVICES)	\$ 267,848.00	[Lump Sum]

Consultant will submit monthly progress invoices to Client in accordance with terms and conditions of executed professional services contract.

We appreciate the opportunity to be of service to the City and look forward to successfully completing this project. Please don't hesitate to contact me at stephen.aniol@kimley-horn.com or (210) 321-3404 should you have any questions on the proposed scope and fee.

Sincerely,
KIMLEY-HORN AND ASSOCIATES, INC.
TBPE# 928



By: Stephen J. Aniol, P.E.
 Senior Project Manager

Attachments

- 1 – Project Work Plan
- 2 – Geotechnical Sub-Consultant Proposal
- 3 – SUE Sub-Consultant Proposal

Cc: Kathy Woodlee, PE

ATTACHMENT 1 - PROJECT WORK PLAN

Fee/Price Proposal Breakdown for Professional Services

Project Name:	Dedicated Transmission Main On-Call Engineering Services, Task Order - 03
Design Firm:	Kimley-Horn & Associates
Date Proposal Submitted:	7/8/2020
CoS Project Manager:	Scott McClelland, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

	Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer II	Senior Design Technician	Administrative/Clerical		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
	Contract Approved Rates	\$ 225.00	\$ 195.00	\$ 180.00	\$ 145.00	\$ 115.00	\$ 115.00	\$ 75.00				
	Task to be performed/Phase Description (including Sub-consultant work)								Total			
	BASIC SERVICES											
1	Project Management	0	87	21	34	62	0	14	218	\$ 33,855.00	\$ -	\$ 33,855.00
1.1	Prepare Monthly Summary Reports/Invoicing		6			12		6	24	\$ 3,000.00		
1.2	Develop Project Management Plan		2		12				14	\$ 2,130.00		
1.3	Schedule Development and Monthly Updates		8		18				26	\$ 4,170.00		
1.4	Ongoing coordination and communications with Client and internal Team		24						24	\$ 4,680.00		
1.5	Coordination with W/WW Master Plan Consultant		4		4				8	\$ 1,360.00		
1.6	Meetings								0	\$ -		
1.6.1	Prepare for and conduct monthly progress meetings with Client (4 meetings)		12	6		18			36	\$ 5,490.00		
1.6.2	Prepare for and conduct half-day coordination workshops (2 workshops)		16	12		16		8	52	\$ 7,720.00		
1.6.3	Prepare for and conduct coordination meeting with W/WW Master Plan Consultant (1 meeting)		3	3		4			10	\$ 1,585.00		
1.6.4	Prepare meeting notes		12			12			24	\$ 3,720.00		
1.7	Deliverables								0	\$ -		
1.7.1	Project Management Plan in Adobe PDF format								0	\$ -		
1.7.2	Monthly schedule updates								0	\$ -		
2	Environmental Desktop Study	0	0	5	7	36	0	0	48	\$ 6,055.00	\$ -	\$ 6,055.00
2.1	Desktop environmental review for up to 3 alternate alignments, to include the								0	\$ -		
2.1.1	Cultural Resources			1	1	6			8	\$ 1,015.00		
2.1.2	Biological			1	2	9			12	\$ 1,505.00		
2.1.3	Jurisdictional Waters			1	2	9			12	\$ 1,505.00		
2.1.4	Hazardous Materials			1	2	9			12	\$ 1,505.00		
2.2	Develop conceptual environmental permitting strategy			1		3			4	\$ 525.00		
3	Land Acquisition Coordination	0	16	0	20	56	0	48	140	\$ 16,060.00	\$ -	\$ 16,060.00
3.1	Verify ROE needs for up to 3 alternate alignments and list in table format		6		10	24			40	\$ 5,380.00		
3.1.1	Obtain ROE for Task 6 (max. 30 ROE) (up to 2 attempts)		4			8		48	60	\$ 5,300.00		
3.2	Verify easement requirements for up to 3 alternate alignments and list in table		6		10	24			40	\$ 5,380.00		
3.2.1	Temporary Construction Easements								0	\$ -		
3.2.1	Permanent Easements								0	\$ -		
4	Permit Coordination	0	22	0	18	24	0	8	72	\$ 10,260.00	\$ -	\$ 10,260.00
4.1	Identify anticipated permits and points of contact		2			4		8	14	\$ 1,450.00		
4.2	Identify permit requirements and schedule for up to 3 alternate alignments and list in table format		4		2	4			10	\$ 1,530.00		
4.3	Perform ongoing coordination and communication with each permitting entity		6		8				14	\$ 2,330.00		
4.4	Meetings								0	\$ -		
4.4.1	Conduct coordination meetings with TXDOT, City of Cibolo, and Guadalupe County & other impacted entities/agencies (2 meetings total):		6		8	12			26	\$ 3,710.00		
4.4.2	Prepare meeting notes		4			4			8	\$ 1,240.00		

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

Project Name:	Dedicated Transmission Main On-Call Engineering Services, Task Order - 03
Design Firm:	Kimley-Horn & Associates
Date Proposal Submitted:	7/8/2020
CoS Project Manager:	Scott McClelland, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

	Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer II	Senior Design Technician	Administrative/Clerical		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
	Contract Approved Rates	\$ 225.00	\$ 195.00	\$ 180.00	\$ 145.00	\$ 115.00	\$ 115.00	\$ 75.00				
	Task to be performed/Phase Description (including Sub-consultant work)								Total			
5	Public & Private Utility Coordination	0	22	0	22	80	32	8	164	\$ 20,960.00	\$ -	\$ 20,960.00
5.1	Identify points of contact for public and private utilities		2			4		8	14	\$ 1,450.00		
5.2	Record Research/Level D Utility Review up to 3 alternate alignments		4		4	24			32	\$ 4,120.00		
	5.2.5 Develop existing utilities base map in AutoCAD and ArcGIS formats				2		32		34	\$ 3,970.00		
5.3	Confirm location of distribution system tie in points		2		4				6	\$ 970.00		
5.4	Develop Level A and B SUE needs (SUE plan) for final design phase for selected alignment (See Task 9)		2		4	20			26	\$ 3,270.00		
5.5	For selected alignment, develop a utility conflict/coordination matrix to track anticipated impacted utilities		2		4	12			18	\$ 2,350.00		
5.6	Perform ongoing coordination and communication with each utility		2			8			10	\$ 1,310.00		
5.7	Meetings								0	\$ -		
	5.7.1 Conduct coordination meetings with impacted utilities (2 meetings total)		4		4	8			16	\$ 2,280.00		
	5.7.2 Prepare meeting notes		4			4			8	\$ 1,240.00		
									0	\$ -		
									0	\$ -		
6	Desktop Alignment Evaluation	7	55	18	100	102	80	0	362	\$ 50,970.00	\$ -	\$ 50,970.00
6.1	Initial site visit to review Live Oak & I-35 tank sites		6	3		8			17	\$ 2,630.00		
6.2	Evaluate up to 3 alternate alignments	2	8		16	16			42	\$ 6,170.00		
6.3	Perform windshield survey of potential alignments		8		16	16			40	\$ 5,720.00		
6.4	Perform conflict analysis		2		8	12			22	\$ 2,930.00		
6.5	Confirm route, identify any deviations, and provide recommendations		4		12	8			24	\$ 3,440.00		
6.6	Identify proposed trenchless crossings and potential installation methods (jack and bore, tunnel, HDD, etc.)		4		4	8			16	\$ 2,280.00		
6.7	Evaluate connection options to I-35 Tank & develop exhibits	2	2	12			24		40	\$ 5,760.00		
6.8	Preliminary Geotechnical Investigation (See Task 8)								0	\$ -		
	6.8.1 Evaluate and provide recommendations for preliminary geotechnical investigation (number of bores, depths, testing)		6		8				14	\$ 2,330.00		
6.9	Prepare and submit Pipeline Routing Technical Memorandum with Route Exhibits and preliminary opinion of probable construction costs	2	4		24	8	40		78	\$ 10,230.00		
6.10	Meetings								0	\$ -		
	6.10.1 Draft Technical Memorandum review meeting (1 meeting)		3	3		4			10	\$ 1,585.00		
	6.10.2 Prepare meeting minutes		2			2			4	\$ 620.00		
6.11	Response to Client comments								0	\$ -		
	6.11.1 Prepare responses to Client comments (comment matrix format)		2		4	8			14	\$ 1,890.00		
	6.11.2 Address comments provided by Client	1	2		8	8	16		35	\$ 4,535.00		
6.12	Deliverables								0	\$ -		
	6.12.1 Draft Technical Memorandum with Route Exhibits								0	\$ -		
	6.12.2 Comment response table								0	\$ -		
	6.12.3 Submit Final Technical Memorandum with Route Exhibits		2			4			6	\$ 850.00		
7	Preliminary Engineering Report Development	11	59	21	100	198	112	30	531	\$ 70,160.00	\$ -	\$ 70,160.00
7.1	Internal Team Meetings			8	16	16		6	46	\$ 6,050.00		

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

Project Name:	Dedicated Transmission Main
Design Firm:	Kimley-Horn & Associates
Date Proposal Submitted:	7/8/2020
CoS Project Manager:	Scott McClelland, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

	Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer II	Senior Design Technician	Administrative/Clerical		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
	Contract Approved Rates	\$ 225.00	\$ 195.00	\$ 180.00	\$ 145.00	\$ 115.00	\$ 115.00	\$ 75.00				
	Task to be performed/Phase Description (including Sub-consultant work)								Total			
7.2	Develop route recommendations and 30% Plan & Profiles for selected route (Estimate 25 plan sheets with double plan view)	4	12		8	100	100		224	\$ 27,400.00		
7.3	Update preliminary opinion of probable construction cost for selected route	1	4		8				13	\$ 2,165.00		
7.4	Prepare and submit Preliminary Engineering Report (PER)	4	20	8	60	40			132	\$ 19,540.00		
7.5	Prepare and compile parcel easement worksheets (to be included as an Appendix to the PER)		2			8		24	34	\$ 3,110.00		
7.6	Meetings								0	\$ -		
	7.6.1 Draft PER review meeting (1 meeting)		3	3		4			10	\$ 1,585.00		
	7.6.2 Prepare meeting notes		2			2			4	\$ 620.00		
7.7	Response to Client comments								0	\$ -		
	7.7.1 Prepare responses to Client comments (comment matrix format)		4		4	8			16	\$ 2,280.00		
	7.7.2 Address comments provided by Client	2	8	2	4	12	12		40	\$ 5,710.00		
7.8	Deliverables								0	\$ -		
	7.8.1 Updated pipeline route in AutoCAD and ArcGIS formats								0	\$ -		
	7.8.2 Draft PER								0	\$ -		
	7.8.3 Comment response table								0	\$ -		
	7.8.4 Submit Final PER		4			8			12	\$ 1,700.00		
8	Preliminary Geotechnical Investigation	0	8	0	10	4	12	2	36	\$ 5,000.00	\$ 16,403.00	\$ 21,403.00
8.1	Coordinate & prepare sub-consultant contract		3					2	5	\$ 735.00		
8.2	Prepare preliminary geotechnical bore plan/exhibits						12		12	\$ 1,380.00		
	8.2.1 Include results in Task 7 PER		1		4	4			9	\$ 1,235.00		
8.3	Coordinate with Geotech and perform up to 7 bores (max. 20' depth)		2		4				6	\$ 970.00	\$ 16,403.00	
8.4	Review draft boring logs		2		2				4	\$ 680.00		
8.5	Deliverables								0	\$ -		
	8.5.1 Final preliminary geotechnical bore logs in Adobe PDF format								0	\$ -		
9	Subsurface Utility Engineering	0	8	0	10	12	0	2	32	\$ 4,540.00	\$ 12,200.00	\$ 16,740.00
9.1	Coordinate & prepare sub-consultant contract		3					2	5	\$ 735.00		
9.2	Prepare preliminary SUE plan (See task 5.4)								0	\$ -		
	9.2.1 Include results in Task 7 PER		1		4	4			9	\$ 1,235.00		
9.3	Coordinate with SUE & Perform up to 5 QL-A SUE		2		4				6	\$ 970.00	\$ 12,200.00	
9.4	Review draft SUE test hole data sheet & QL-B markings		2		2	8			12	\$ 1,600.00		
9.5	Deliverables								0	\$ -		
	9.5.1 Final QL-A SUE test hole data sheet in Adobe PDF format								0	\$ -		
10	Survey Services	0	6	0	6	0	8	2	22	\$ 3,110.00	\$ 3,100.00	\$ 6,210.00
10.1	Coordinate & prepare sub-consultant contract		3					2	5	\$ 735.00		
10.2	Survey trip to obtain geotechnical bores (up to 7 bores)		1		2				3	\$ 485.00	\$ 1,550.00	
10.3	Survey trip to obtain SUE QL-A locations (up to 5 QL-A locations)		1		2				3	\$ 485.00	\$ 1,550.00	
10.4	Deliverables								0	\$ -		
	10.4.1 Produce 1 CAD file inclusive of surveyed data (geotechnical bores, SUE QL-		1		2		8		11	\$ 1,405.00		
11	Reimbursable Project Expenses	0	0	0	0	0	0	0	0	\$ 2,525.00	\$ -	\$ 2,525.00

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

	Dedicated Transmission Main
Project Name:	On-Call Engineering Services, Task Order - 03
Design Firm:	Kimley-Horn & Associates
Date Proposal Submitted:	7/8/2020
CoS Project Manager:	Scott McClelland, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

	Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer II	Senior Design Technician	Administrative/Clerical		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
	Contract Approved Rates	\$ 225.00	\$ 195.00	\$ 180.00	\$ 145.00	\$ 115.00	\$ 115.00	\$ 75.00				
	Task to be performed/Phase Description (including Sub-consultant work)								Total			
11.1	Mileage for Site Visits and Meetings									\$ 525.00	\$ -	
11.2	Large Scale Plotting									\$ 1,500.00	\$ -	
11.3	Hazardous Materials Database Search (For Task 2.1.4)									\$ 500.00	\$ -	
	Total Hours (Basic Services):	18	283	65	327	574	244	114	1625			
	Total Fee (Basic Services):									\$ 223,495.00	\$ 31,703.00	\$ 255,198.00

CITY OF SCHERTZ

Fee/Price Proposal Breakdown for Professional Services

	Dedicated Transmission Main
Project Name:	On-Call Engineering Services, Task Order - 03
Design Firm:	Kimley-Horn & Associates
Date Proposal Submitted:	7/8/2020
CoS Project Manager:	Scott McClelland, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

Position/Personnel Title		QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer II	Senior Design Technician	Administrative/Clerical		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
Contract Approved Rates		\$ 225.00	\$ 195.00	\$ 180.00	\$ 145.00	\$ 115.00	\$ 115.00	\$ 75.00				
Task to be performed/Phase Description (including Sub-consultant work)										Total		
SUPPLEMENTAL SERVICES												
1	Additional Meetings	0	28	8	0	30	20	0	86	\$ 12,650.00	\$ -	\$ 12,650.00
1.1	Prepare meeting agenda and attend meeting (Up to 5 additional meetings)		20	8		20	20		68	\$ 9,940.00	\$ -	
1.2	Prepare meeting notes and action items list (up to 5 additional meetings)		8			10			18	\$ 2,710.00	\$ -	
	Total Hours (Supplemental Services):	0	28	8	0	30	20	0	86			
	Total Fee (Supplemental Services):									\$ 12,650.00	\$ -	\$ 12,650.00
	TOTAL FEE (Basic + Supplemental Services):									\$ 236,145.00	\$ 31,703.00	\$ 267,848.00

June 8, 2020

ATTACHMENT 2 - GEOTECH



Kimley-Horn
601 NW Loop 410, Suite 350
San Antonio, TX 78216

Attn: Mr. Stephen J. Aniol, P.E.
D: (210) 321-3404
M: (210) 612-0546
E: Stephen.Aniol@kimley-horn.com

Re: Proposal for Geotechnical Engineering Services
Proposed Water Transmission Main
From I-35 Elevated Storage Tank to Live Oak Tank Site
Schertz, Texas
Terracon Proposal Number: P90205189

Dear Mr. Aniol:

Based on an email request dated June 3, 2020, Terracon Consultants, Inc. (Terracon) appreciates the opportunity to submit this proposal to provide geotechnical field and laboratory services for the above referenced project. **We understand that we have been selected to provide these services for this publicly funded project. Therefore, providing cost information is in compliance with the Texas Professional Services Procurement Act.** This proposal outlines our understanding of the project and scope of services and provides a lump sum fee for our services.

A. PROJECT INFORMATION

Site Location

ITEM	DESCRIPTION
Project Description & Location	We understand a 16" water transmission main is planned that will connect the I-35 Elevated Storage Tank and Live Oak Tank Site in Schertz, Texas.
Existing improvements	The alignment for water main has not yet been finalized. Based on the provided information borings will be along TxDOT right-of-way and in undeveloped land.

B. SCOPE OF SERVICES

The services to be provided by Terracon are summarized in the following paragraphs.

Field Program – Based on the provided information, our field exploration will consist of:

Proposal for Geotechnical Field and Laboratory Services

Proposed Water Transmission Main ■ Schertz, Texas
June 8, 2020 ■ Terracon Proposal No. P90205189



Number of Borings	Approximate Depth Below Existing Grade, feet	Location
4	15 to 20	Along TxDOT/Roadway
3	15 to 20	Undeveloped Land

We understand the boring locations will be finalized by the client at a later date once alignment is finalized. We assume a SUE investigation, if necessary, will be performed by others for locations of any underground utilities.

Sampling will be in general accordance with industry standard procedures wherein Shelby tube samples (ASTM D-1587) or split-barrel samples (ASTM D-1586) are obtained. Sampling will be performed in 2-ft intervals to the boring completion depths. Groundwater, if encountered will be measured during and after drilling. Once the samples have been collected and classified in the field, they will be placed in appropriate sample containers for transport to our laboratory.

Permitting and Traffic Control – We understand the Terracon will need to obtain a TxDOT permit to allow work in their ROW. Terracon will coordinate with the TxDOT. Terracon will provide traffic control, likely to consist of signage only. We understand, we will be provided a TxDOT point of contact to obtain TxDOT permit.

Conditions/Items to be provided by Client: Items to be provided by the client include the right of entry to conduct the exploration and the awareness and/or location of any private subsurface utilities existing in the area. We will contact Texas811 and Schertz for location of utilities in public easements. Location of private lines on the property is not part of Texas811 or Terracon’s scope. All private lines should be marked by others prior to commencement of drilling. Terracon cannot be held liable for damage to utility lines not properly marked and brought to our attention.

Terracon will take reasonable efforts to reduce damage to the property, such as rutting of the ground surface. However, it should also be understood that in the normal course of our work, some such disturbances could occur. We have not budgeted to restore the site beyond backfilling our boreholes. If there are any restrictions or special requirements regarding this site or exploration, these should be known prior to commencing field work.

Our fee is based on the site being accessible to our truck-mounted drilling equipment. It does not include services associated with damage of existing landscape or location of underground utilities beyond contacting Texas811. If such conditions are known to exist on the site, Terracon should be notified so that we may adjust our scope of services and fee, if necessary.

For safety purposes, all borings will be backfilled promptly and patched with asphalt or concrete, as appropriate, after their completion. Because backfill material often settles below the surface after a period of time, we recommend the boreholes be checked periodically and backfilled if necessary.

Proposal for Geotechnical Field and Laboratory Services

Proposed Water Transmission Main ■ Schertz, Texas
June 8, 2020 ■ Terracon Proposal No. P90205189



Laboratory Testing – The samples will be tested in our laboratory to determine physical engineering characteristics. Testing will be performed under the direction of a geotechnical engineer and may include visual classification, moisture content, dry density, Atterberg limit, and strength tests (unconfined compression/calibrated penetrometer), as appropriate. All of the laboratory tests will be performed in accordance with applicable ASTM standards.

Data Report – The results of our field and laboratory programs will be evaluated by a professional geotechnical engineer licensed in the State of Texas. Based on the results of our evaluation, an engineering data report will be prepared that details the results of the testing performed, provides logs of the borings, and a diagram of the site/boring layout. The data report will include the following:

- Boring location plan.
- Subsurface exploration procedures.
- Computer generated boring logs with soil classification.
- Summarized laboratory data.
- Groundwater levels observed during and after completion drilling.
- Encountered soil conditions.

Schedule - We can generally begin the field exploration program within 7 days after receipt of our signed contract, if site and weather conditions permit. The field work can be done in 1 day if both locations can be accessed on the same day. A final written report will be completed within 2 to 3 weeks of completion of drilling. In situations where information is needed prior to submittal of our report, we can provide verbal information or recommendations for specific project requirements after we have completed our field and laboratory programs. We will issue a PDF copy of the geotechnical report as the deliverable for this project.

C. COMPENSATION

For the scope of geotechnical services outlined in this proposal that includes drilling, laboratory testing, and an engineering report, the lump sum fee is **\$16,403.00**. A fee breakdown used to develop the lump sum fee is attached. Unless instructed otherwise, the invoice will be sent to your attention at the above address. Should it be necessary to expand our services beyond those outlined in this proposal, we will notify you, then send a supplemental proposal stating the additional services and fee. We will not proceed without your authorization, as evidenced by your signature on the Supplement Agreement form.

D. AUTHORIZATION

This proposal may be accepted by executing the attached Agreement for Services and returning a copy to Terracon. Project initiation may be expedited by emailing or faxing a copy of the signed Agreement for Services to 210-641-2124. Unless requested otherwise, a hard copy of this proposal will not be mailed to you.

Proposal for Geotechnical Field and Laboratory Services

Proposed Water Transmission Main ■ Schertz, Texas
June 8, 2020 ■ Terracon Proposal No. P90205189



Terracon and Kimley-Horn have a Master Service Agreement for in place (dated May 13, 2014). The proposed Scope of Services may be authorized by signing the Task Order referencing the existing Master Services Agreement. Services will be initiated upon acceptance of the task order and receipt of authorization with written notice to proceed (including e-mail). The terms, conditions and limitations stated in the Master Services Agreement, including sections of this proposal incorporated therein, shall constitute the exclusive terms and conditions and services to be performed for this project.

We appreciate the opportunity to provide this proposal and look forward to the opportunity of working with you. If you have any questions regarding this proposal, please feel free to contact the undersigned.

Sincerely,

Terracon Consultants, Inc.

(Firm Registration: TX F3272)

A handwritten signature in blue ink, appearing to read "T. Anwar", is positioned above the name of the Project Engineer.

Tariqul Anwar, P.E.
Project Engineer

A handwritten signature in blue ink, appearing to read "G. P. Stieben", is positioned above the name of the Senior Consultant.

Gregory P. Stieben, P.E., D.GE
Senior Consultant

TA/GPS/mhb – P90205189

Attachment: Fee Breakdown
MSA Task Order

June 5, 2020

Stephen J. Aniol, P.E.
Kimley-Horn
601 NW Loop 410, Suite 350
San Antonio, Texas 78216
210.321.3404 office
Stephen.Aniol@kimley-horn.com

**RE: Subsurface Utility Engineering
City of Schertz - Water Transmission Main**

Dear Mr. Aniol:

The Rios Group, Inc. (TRG) is pleased to submit a cost proposal for Subsurface Utility Engineering (SUE) for the above referenced project. This proposal is based on information provided via email on June 3, 2020.

Introduction

TRG will perform SUE services for this project in general accordance with the recommended practices and procedures described in ASCE publication CI/ASCE 38-02 “Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data.” As described in the publication, four levels have been established to describe and depict the quality of subsurface utility information. The four quality levels are as follows:

- Quality Level D (QL“D”) – Information obtained from existing utility records.
- Quality Level C (QL“C”) – Surveyed data depicting visible above-ground features supplemented with QL“D” information.
- Quality Level B (QL“B”) – Two-dimensional horizontal information obtained through the application and interpretation of non-destructive surface geophysical methods. Also known as “designating,” this level incorporates QL“C” information and provides horizontal positioning of subsurface utilities to within approximately 1.0 foot.
- Quality Level A (QL“A”) – Three-dimensional horizontal and vertical information obtained through non-destructive vacuum excavation equipment to expose utilities at critical points. Also known as “locating,” this level incorporates QL“B” information and provides horizontal and vertical positioning of subsurface utilities to within approximately 0.05 feet.

Scope of Work

Based on information provided by Kimley-Horn (Client), TRG has developed a proposed scope for SUE services on this project. This scope may be modified, with Client and TRG concurrence, during the performance of work if warranted by changing or unexpected field conditions.

The scope of this proposal is to provide up to **five (5)** QL “A” test holes all located within the limits of the City of Schertz – Water Transmission Main Project – Schertz, Texas. To layout the test hole locations, TRG will perform QL “B” SUE designating in accordance with the *QL “B” – Designating* procedures described below. TRG will attempt to designate the requested utility for 10 feet on each side of the test hole locations. Test hole locations will be selected by the client and provided to TRG prior to mobilization.

*The survey of QL “B” and QL “A” SUE information is **not** included in this scope of work. It is assumed that the Client will provide TRG with the necessary survey control information.*

Any necessary Right-of-Entry (ROE) permits, including railroad ROE, will be provided by the Client prior to the start of TRG field work.

TRG Procedures

QL “D” and “C” – Records Research and Surface Feature Survey

It is the responsibility of the SUE provider to perform due-diligence with regard to records research and the acquisition of available utility records. The due-diligence provided for this project will consist of contacting the applicable One Call agency and associated utility owners/municipalities, visually inspecting the work area for evidence of utilities, and reviewing available utility record information. Additional utilities not identified through these efforts will be referred to as Unknown utilities.

QL “B” – Designating

Following a review of the project scope and available utility records with the project manager, TRG field personnel will begin designating the approximate horizontal position of known subsurface utilities within the project area. A suite of geophysical equipment that includes magnetic and electromagnetic induction will be used to designate conductive utilities. Where access is available, a sonde will be inserted into non-conductive utilities to provide a medium for transmission which can then be designated using geophysical equipment. Non-conductive utilities can also be designated using other proven methods, such as rodding and probing. TRG will make a reasonable attempt to designate Unknown utilities identified during field work; however, no guarantee is made that all Unknown utilities will be designated. Utilities will be marked and labeled to distinguish type and ownership. Field data depicting the designated utilities, as well as relevant surface features, will be produced to ensure accuracy and completeness of subsequent survey data. The TRG project manager will review the collected survey data, field data, and utility records for accuracy and completeness.

QL “A” – Locating

TRG will utilize non-destructive vacuum excavation equipment to excavate test holes at the requested locations. To layout the test holes, TRG will follow the *QL “B” – Designating* procedures described above. Once each utility is located, TRG will record the size, type, material, and depth. Test holes will be uniquely marked. Excavations will be backfilled by mechanical means with the appropriate material, and the original surface will be restored. If

necessary, TRG can core pavement up to a depth of 12 inches. Asphalt surfaces will be repaired with an asphalt cold patch, and concrete cores will be epoxied in place, flush with the surrounding surface. TRG assumes that flowable fill will not be required when backfilling test holes and that full-section pavement repair (including sidewalks) will not be required to restore the original pavement surface. If requested, these services can be provided at an additional cost.

TRG will establish any necessary routine traffic control measures at no additional cost. However, if non-routine traffic control measures (lane closures, traffic detours, flagpersons, etc.) are required, this service will be invoiced as a direct expense. Due to the risk of damage, TRG will not attempt to probe or excavate test holes on AC water lines unless approval is obtained from the owner in advance. Additionally, excavation in rock, or to a depth greater than 18 feet, is considered beyond the scope of this proposal.

TRG has made the following assumptions with regard to the test holes on this project:

- All test holes will be accessible to truck-mounted vacuum excavation equipment.
- Right-Of-Way (ROW) permits from the City of Schertz (COS) and/or Texas Department of Transportation (TXDOT) will be required. TRG will obtain all required permits and ensure that coordination and compliance is provided.
- Designed traffic control plans will **not** be required.
- Non-routine traffic control measures will be required depending on test hole locations. TRG will acquire the services of a qualified Maintenance-Of-Traffic (MOT) Subcontractor and ensure that adequate traffic control is provided.
- The coring of pavement may be required.

Deliverables

TRG will provide the following as a final deliverable to the Client:

- A utility file in CAD format depicting all designated and located utilities. The Client will provide TRG with any necessary background files for use in completing the final deliverables.
- A summary sheet of all test hole coordinate data and depth information.
- 8.5" x 11" Test Hole Data Forms for all test hole locations completed. These plans will be signed and sealed by a Professional Engineer and delivered to the Client in electronic PDF form.

Schedule

TRG can mobilize within three (3) weeks of receiving Notice-To-Proceed (NTP). TRG estimates that the work can be completed in fourteen (14) working days, broken down as follows:

- Layout test holes – 1 days
- QL“A” field work – 3 days (after permit approval)
- QL“A” deliverable preparation – 10 days (after receipt of survey data)

Estimated Fee

The total estimated cost to complete the work described herein is **Twelve Thousand Two Hundred Dollars and NO/100 (\$12,200.00)**. An itemized breakdown of cost is provided in Exhibit A. Please note that these pricings are based on an assumption of quantities, and that only actual quantities will be invoiced – up to the total Contract amount.

We look forward to working with you on this project. If there are any questions, please do not hesitate to call at 210.364.8422.

Respectfully,

The Rios Group, Inc.



Thomas W. Franke III

Senior Project Manager



THE RIOS GROUP

Estimate for Subsurface Utility Engineering Water Transmission Main Schertz, TX

EXHIBIT A

Direct Expenses	<i>Rate</i>	<i>Assumed Quantity</i>	<i>Unit of Measure</i>	<i>Sub-Total</i>
ROW Permits	\$ 270.00	2	EA	\$ 540.00
ROW Permit Acquisition	\$ 500.00	1	LS	\$ 500.00
Traffic Control (Standard)*	\$ 350.00	2	DAY	\$ 700.00
Traffic Control (Intersection)*	\$ 1,500.00	1	DAY	\$ 1,500.00
Flowable Backfill	\$ 270.00	3	EA	\$ 810.00
Deliverable Preparation	\$ 1,000.00	1	LS	\$ 1,000.00
Sub-Total				\$ 5,050.00
* Depends on TH Locations				
QL"B" SUE Designating	<i>Rate</i>	<i>Assumed Quantity</i>	<i>Unit of Measure</i>	<i>Sub-Total</i>
Test Hole Layout	\$ 2,500.00	0.5	DAY	\$ 1,250.00
Sub-Total				\$ 1,250.00
QL"A" SUE Test Holes				
Unit Rate - Depth	<i>Rate</i>	<i>Assumed Quantity</i>	<i>Unit of Measure</i>	<i>Sub-Total</i>
0 - 4 feet	\$ 850.00	3	EA	\$ 2,550.00
4 - 8 feet	\$ 1,150.00	2	EA	\$ 2,300.00
8 - 12 feet	\$ 1,450.00		EA	\$ -
12 - 18 feet	\$ 2,300.00		EA	\$ -
Pavement Coring	\$ 350.00	3	EA	\$ 1,050.00
Test Hole Total		5		
Sub-Total				\$ 5,900.00
Total Estimated Cost				\$ 12,200.00