

TASK ORDER FORM

This is Task Order No. <u>08</u> , consisting of <u>26</u> 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 and Associates, Inc.
- d. Specific Project (title): Main Street Revitalization Final Design
- e. Specific Project (description): The City of Schertz plans to revitalize Main Street between Curtiss Avenue and Schertz Pkwy. Planned improvements include: full street reconstruction from West of Lindbergh to Schertz Pkwy, with new curbs and driveways, sidewalks along the northern ROW and curb bump outs at key intersections; pedestal street lighting between Curtiss and Schertz Pkwy with string lighting at the 1st Street, Randolph Ave., and Williams St. intersections; column style monument structures near Curtiss Ave., 1st St., Randolph Ave., and Schertz Pkwy; landscape and irrigation improvements along project corridor; district identity markers; metal screening at key locations along ROW; street furniture and City owned water/wastewater relocation from West of Lindbergh to Schertz Pkwy.

Similar improvements, excluding water/wastewater relocations, will also be incorporated along Lindbergh from Main Street (TxDOT FM 1518) to Exchange Avenue.

This task order will build upon the preliminary engineering and conceptual layouts developed for Task Order 07, in which final construction drawings will be developed followed by bid and construction phase services.

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 August 16, 2022]
- B. Resident Project Representative (RPR) Services: Does Not Apply
- C. Designing to a Construction Cost Limit: Does Not Apply
- D. Other Services: None

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- E. All of the services included within Engineer Scope and Fee Proposal dated August 16, 2022 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 August 17, 2022 for supplemental and additional service tasks. Additionally, items specifically excluded from the basic scope of services are listed under the exclusions section of the referenced scoped and fee proposal and were not included in the base compensation. 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. Engineer will notify the Owner and submit an additional service proposal for additional tasks and will proceed once an amended work authorization is fully executed. If supplemental service tasks identified in the referenced scope and fee proposal are required for this project, Engineer will submit a letter to the Owner requesting authorization for the use of supplemental funds prior to commencing work. Engineer will proceed with supplemental service tasks upon receipt of formal authorization from the Owner.]

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 task order is tentative and is based on a total duration of thirty (30) months, inclusive of design, bid and construction. This schedule is contingent on the following items:

- Final selection of landscape and graphic design features within two months of NTP
- Franchise Utilities active participation in utility relocation phase
- Property owner right of entry approval
- Easement acquisition
- Milestone submittal reviews

Any delays with these items may impact design milestones, requiring an adjustment to the project schedule. For the purposes of this task order, a Notice to Proceed date of September 14, 2022 has been assumed.

Council Approval – September 6, 2022

Notice to Proceed – September 14, 2022

70% Design Phase – September 14, 2022 to January 26, 2023

70% Owner Review – January 27, 2023 to February 10, 2023

95% Design Phase – February 13, 2023 to May 18, 2023

95% Owner Review – May 19, 2023 to June 2, 2023

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Final Design Phase – June 5, 2023 to August 10, 2023

Easement Acquisition Completion – June 5, 2023 to September 15, 2023

Bid Phase and Council Approval – September 15, 2023 to November 3, 2023

Construction Phase – November 6, 2023 to April 11, 2025

Party	Action	Schedule
Engineer	Furnish [N/A] review copies of the Report and other Study and Report Phase deliverables to Owner.	Within [N/A] days of the Effective Date of the Task Order.
Owner	Submit comments regarding Report and other Study and Report Phase deliverables to Engineer.	Within [N/A] days of the receipt of Report and other Study and Report Phase deliverables from Engineer.
Engineer	Furnish [N/A] copies of the revised Report and other Study and Report Phase deliverables to Owner.	Within [N/A] days of the receipt of Owner's comments regarding the Report and other Study and Report Phase deliverables.
Engineer	Furnish [N/A] review copies of the Preliminary Design Phase documents,	Within [N/A] days of Owner's authorization to proceed with Preliminary Design Phase
Owner	Submit comments regarding Preliminary Design Phase documents, opinion of probable Construction Cost, and other Preliminary Design Phase deliverables to Engineer.	Within [N/A] days of the receipt of Preliminary Design Phase documents, opinion of probable Construction Cost, and other Preliminary Design Phase deliverables from Engineer.
Engineer	Furnish [pdf] copies of the 70% Drawings and list of specifications, opinion of probable Construction Cost, and any other 70% Design Phase deliverables, to Owner.	Within [135] days of Owner's authorization to proceed with 70% Design Phaseservices.
Owner	Submit comments and instructions regarding the 70% Drawings and list of specifications, opinion of probable construction cost, and any other Final Design Phase deliverables, to Engineer.	Within [15] days of receipt of 70% Design Phase deliverables.
Engineer	Furnish [pdf] copies of the 95% Drawings and Specifications, assembled drafts of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), OPCC, and any other Final Design Phase deliverables, to Owner.	Within [95] days of Owner's authorization to proceed with 95% Design Phaseservices.
Owner	Submit comments and instructions regarding the 95% Drawings and Specifications, assembled drafts of other Construction Contract Documents, the draft bidding-related documents (or requests for proposals or other construction procurement documents), opinion of probable Construction Cost, and any other Final Design	Within [15] days of receipt of 95% Design Phase deliverables.

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	Phase deliverables, to Engineer.	
Engineer	Furnish [pdf] 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), opinion of probable Construction Cost, and any other Final Design Phase deliverables, to Owner.	Within [67] days of Owner's authorization to proceed with Final Design Phaseservices.

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	\$ 134,170.00	[Lump Sum]
2	Design Support Services	\$ 200,300.00	[Lump Sum]
3	Land Acquisition	\$ 329,730.00	[Lump Sum]
4	Council and Public Meetings	\$ 34,100.00	[Lump Sum]
5	70% Design	\$ 517,205.00	[Lump Sum]
6	95% Design	\$ 258,360.00	[Lump Sum]
7	Final Design	\$ 96,950.00	[Lump Sum]
8	Procurement	\$ 26,635.00	[Lump Sum]
9	Construction Phase	\$ 144,090.00	[Lump Sum]
10	Record Drawings and Project Closeout	\$ 14,685.00	[Lump Sum]
11	Reimbursable Project Expenses	\$ 10,000.00	[Lump Sum]
	Total Compensation (BASIC SERVICES)	\$ 1,766,225.00	[Lump Sum]
	SUPPLEMENTAL SERVICES		
S-1	Topographic Survey	\$ 49,750.00	[Lump Sum]
S-2	Geotechnical Engineering	\$ 10,000.00	[Lump Sum]
S-3	Environmental	\$ 72,930.00	[Lump Sum]
S-4	Land Acquisition	\$ 50,000.00	[Lump Sum]
S-5	Subsurface Utility Engineering (SUE)	\$ 125,000.00	[Lump Sum]
S-6	Miscellaneous Design	\$ 100,000.00	[Lump Sum]
	Total Compensation (SUPPLEMENTAL SERVICES)	\$ 407,680.00	[Lump Sum]
	Total Compensation (BASIC + SUPPLEMENTAL SERVICES)	\$ 2,173,905.00	[Lump Sum]

*Based on a [12] -month continuous design and [18] -month continuous construction period.

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 and Associates, Inc.
- 7. Other Modifications to Agreement and Exhibits:** Scope associated with this task order is identified in the scope and fee proposal dated August 16, 2022. No other modifications to Agreement and Exhibits are proposed at this time.
- 8. Attachments:** Engineer scope and fee proposal dated August 16, 2022
- 9. Other Documents Incorporated by Reference:** None
- 10. Terms and Conditions**

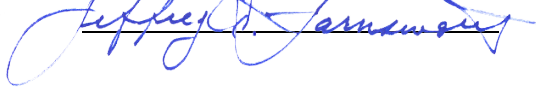
Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is [_____].

OWNER:

ENGINEER:

By: _____

By: 

Print Name: Dr. Mark Browne

Print Name: Jeffrey A. Farnsworth, PE

Title: City Manager

Title: Asst. Secretary

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

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Kathryn Woodlee, PE

Name: Stephen J. Aniol, PE

Title: City Engineer

Title: Sr. Project Manager

Address: 11 Commercial Place, Schertz, TX 78153

Address: 10101 Reunion Place, Ste. 400
San Antonio, TX 78216

E-Mail
Address: kwoodlee@schertz.com

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

Phone: (210) 619-1823

Phone: (210) 321-3404

Task Order Form

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August 16, 2022

John Nowak, PE
Project Manager
City of Schertz – Engineering
11 Commercial Place
Schertz, Texas 78154

**RE: *Main Street Revitalization (FM 1518 at Curtiss Avenue to Schertz Pkwy) –
Scope and Fee Proposal - Task Order 08***

Dear Mr. Nowak:

Kimley-Horn and Associates (Kimley-Horn) is currently under contract with the City of Schertz for the revitalization of Main Street, between the intersections of FM 1518 and Curtiss Avenue to Schertz Parkway. Kimley-Horn received a signed task order agreement (TO-07) from the City of Schertz (City) on September 20, 2021 that included full preliminary and final design, bid and construction phase services as specified in the scope and fee proposal dated August 2, 2021 and approved as TO-07. Kimley-Horn has completed majority of the preliminary engineering phase and presented the proposed improvements to Staff and City Council. The improvements to Main Street that have been requested by Council is consistent with that of a Capital Improvement type project, and the effort required to complete professional engineering services for the revised scope is significantly higher than what was originally proposed. Through discussions with and at the direction of City staff, Kimley-Horn is submitting a revised scope and fee proposal to provide final design, bid and construction phase services in accordance with the latest conceptual drawings and project scope of work listed below. Due to the significant change in scope for this project, Kimley-Horn recommends the remaining funds in TO-07 that have not been utilized be returned to the City's overall project budget, and the scope of work issued below be issued under a new task order (08).

PROJECT UNDERSTANDING

In accordance with the results of the Preliminary Engineering Phase and direction provided by City Council, it is our understanding that the following items represent the new project construction scope for Main Street Revitalization:

- Street lighting/illumination, landscape improvements and irrigation along both sides of the Right-of-Way (ROW) between Curtiss Avenue and Schertz Pkwy, and Lindbergh between Main St. and Exchange Ave.
 - String style lighting at the intersections of 1st St., Randolph Ave. and Williams St.
- Column style monument structures near the intersections of Curtiss Ave., 1st St., Randolph Ave., and Schertz Pkwy

- Full depth reconstruction of Main Street from west of Lindbergh Avenue to Schertz Pkwy
 - Note that the western limits of the roadway reconstruction (around Station 112+00 in the latest schematic) to 1st Street is along FM 1518 and is considered TxDOT ROW
- Full pedestrian improvements (sidewalks) with curb and driveway reconstruction along the northern ROW between Lindbergh and Schertz Pkwy, and along the southern ROW between 1st Street and Randolph Avenue
 - It is anticipated that the sidewalk improvements previously installed along the southern ROW by the City/TxDOT will remain in place
- Relocation of City owned water and sewer from west of Lindbergh to Schertz Pkwy, with associated tie-ins to intersecting streets
- Aerial utilities along the southern ROW will be relocated into a City purchased utility easement along the northern ROW, for the limits of the project. This will require land acquisition services be included with the new scope of work
- Updated signage and pavement markings to match the new typical section
- Limited drainage improvements to include:
 - Drain flumes on the northern ROW at Randolph Ave. and Williams St. intersections to accommodate “bulb outs”
 - Slight modification to the existing drainage inlet at Main Street and Schertz Pkwy to accommodate the proposed monument structure
- Revisions to Lindbergh Ave. Reconstruction plans completed as part of a previous task order, including modifications to the profile, pedestrian improvements, and medians. Kimley-Horn will incorporate previously complete design and drawings into the Main Street construction drawings

An explanation of the basic scope of services for the revised project scope is detailed in the subsequent sections.

BASIC SERVICES

The tasks below outline the proposed basic scope of services to be completed by Kimley-Horn and sub-consultants based on our general understanding of the revised project scope. The scope presented in this fee proposal coincides with the project work plan included as Attachment 1.

1. Project Management

The overall project schedule assumed for the current project scope estimates a total of 12-months for design and 18-months for construction. The following sub tasks will be completed as part of the Project Management Task:

- 1.1. Prepare monthly summary reports/invoicing (30 months)
- 1.2. Develop project management plan
- 1.3. Sub-consultant contract coordination and management
- 1.4. Design schedule development and updates per design milestone
- 1.5. Design kickoff meeting with City and internal Kimley-Horn design team
- 1.6. General project coordination with City

1.7. Design team coordination meetings

2. Design Support Services

Based on the revised project scope Kimley-Horn has identified the need for additional survey, geotechnical services, a corridor style Phase 1 Environmental Site Assessment (ESA), and traffic counts for a warrant study for the intersection of Main Street and Schertz Pkwy. The following support scope will be completed to aid in Kimley-Horn's design:

- 2.1. Boundary, Topographic Design and Existing Utilities Survey – Majority of the additional survey needed for the updated project scope is to be utilized to support relocation of aerial facilities to underground as noted above, and was specifically requested by GVEC. Limited additional survey is needed along Main Street to support design for the project and this is also included in the additional survey areas
 - 2.1.1. Existing utility refresh, to include securing new block maps, field locating 811 markings and processing data
 - 2.1.2. Topographic Survey (for additional areas)
 - 2.1.3. Identify and Locate Private Utility Connections within private property along both sides of corridor – to be utilized by franchise utilities to transfer services to underground facilities
 - 2.1.4. ROW Mapping – Boundary Surveys for up to 49 parcels. This effort is required to establish confirmed ROW along Main Street and portions of Exchange Ave., and will be utilized to support development of plat and field notes for the proposed utility easement
 - 2.1.5. Locate geotechnical soil borings
 - 2.1.6. Prepare Plat and Field Notes for up to 32 parcels along Main Street
 - 2.1.7. Survey reviews to be completed by the design team for the full survey scope presented in this sub task.
- 2.2. Pavement Design and Geotechnical Engineering – Obtain an additional 8 borings within both City and TxDOT ROW, up to a total depth of 120 vertical feet. Kimley-Horn will prepare a soil boring layout and coordinate final boring locations with the Geotech sub-consultant. Required lab testing and pavement design will be completed in accordance with both City and TxDOT design requirements and a report submitted to the City for review. This includes both flexible and rigid pavement sections along the project limits. Pavement designs will incorporate traffic counts obtained in Task 2.4. Kimley-Horn estimates that one (1) review will be completed by both the City and TxDOT to obtain approval for the proposed pavement design.
- 2.3. Environmental Phase 1 ESA with Cultural Review – Kimley-Horn's subconsultant will complete a database search to review available information to potentially locate the presence of Recognized Environmental Conditions (RECs) along the project corridor. A Historical Use and Regulatory Records Review will also be completed to determine the need for potential permitting with the Texas Historic Commission. Results of this Ph. 1 ESA will be presented in a corridor style report and will be in accordance with ASTM E 1527-13 requirements. Completion of a Limited Site Investigation (LSI or Phase 2 ESA) and obtaining a permit with the Texas Historic Commission is not included in the basic scope of services as that information is unknown at this point. Supplemental Services have been included for additional environmental tasks that may be required.

2.4. Traffic Counts

- 2.4.1. Kimley-Horn will coordinate with a sub-consultant to perform Traffic Counts at multiple locations along Main Street. These counts will be utilized to support the Average Daily Traffic (ADT) for the proposed pavement design and the warrant study to be conducted at the intersection of Main Street and Schertz Pkwy

3. Land Acquisition Support

This task will cover both pre-acquisition and acquisition services associated with the proposed utility relocations and miscellaneous easements along the project corridor. It is assumed that an easement will be needed along the entire northern ROW to house the aerial utilities that will be converted to underground. Based on available records, there are approximately 28 separate parcels along the northern ROW. Kimley-Horn estimates that a total of 24 easements will be needed for the proposed improvements, 15 of them to be obtained by Kimley-Horn's sub-consultant and 9 to be obtained by the City. Additionally, it is anticipated that approximately 4 easements will be needed along the southern ROW for miscellaneous improvements. Kimley-Horn will pursue two easements and the City will also pursue two easements for the southern ROW. The following sub-tasks represent the detailed work anticipated for Land Acquisition Support:

- 3.1. Kimley-Horn Right of Entry (ROE) support and coordination
- 3.2. Pre-Acquisition Services (Sub-Consultant)
 - 3.2.1. Pursue signed Right of Entry for up to 39 Parcels. Estimated 10 weeks to obtain fully executed ROEs, but this timeline could deviate pending response from the property owners. Task includes both general administration and meetings and coordination effort for Kimley-Horn's subconsultant
- 3.3. Acquisition Services (Sub-Consultant) (17 Parcels)
 - 3.3.1. As part of this sub-task, Kimley-Horn's sub-consultant will obtain and cure title as needed, prepare documents for easement purchase, assist the City with acquiring the permanent easement, and assist with closing for up to 17 parcels. It is assumed that the City will coordinate with the remaining 11 property owners to secure an easement donation. Acquisition services have been excluded for these 11 parcels
- 3.4. Appraisal Services
 - 3.4.1. Kimley-Horn's sub-consultant will obtain the services of an appraiser to provide an independent appraisal for each of the 17 parcels noted in 3.3.
- 3.5. Kimley-Horn Land Acquisition Support for 17 parcels noted in 3.3 – This task will cover general coordination efforts for Kimley-Horn staff during the land acquisition process. Fee associated with this task is assumed and additional services may be required pending the length of time required to obtain easements for all parcels noted.

4. Council and Public Meetings

Through coordination with the City Kimley-Horn is assuming a total of four council and public meetings will be needed to support City staff with this project. The following tasks will be completed for each:

- 4.1. Council and Public Meetings (Assume 2 each)
 - 4.1.1. Coordinate with City to discuss content for presentation
 - 4.1.2. Develop presentation and exhibits
 - 4.1.3. Present at council and public meetings
 - 4.1.4. Prepare meeting notes and send to City staff

5. 70% Design

With the revised scope and the significant impacts to utility relocations, Kimley-Horn recommends adding in a 70% design phase to allow for necessary coordination efforts to properly address proposed conflicts and relocations. The following scope will be included as part of the 70% design phase:

- 5.1. Prepare General Sheets and Tasks, to include cover, sheet index, general notes, project layouts, horizontal alignment data, and complete quantity takeoffs and summary sheets
- 5.2. Utility Coordination – Significant utility coordination efforts will be required to properly coordinate relocation of utilities within the ROW
 - 5.2.1. Coordinate with GVEC for aerial relocations. GVEC is the primary pole owner
 - 5.2.2. Coordinate with all franchise utilities within ROW impacted by proposed improvements
 - 5.2.3. Update Utility Layout Sheets with revised survey data
 - 5.2.4. Identify conflicts with proposed improvements and prepare utility conflict matrix
 - 5.2.5. Prepare draft utility coordination report
 - 5.2.6. Attend kickoff meeting and subsequent utility coordination meetings with impacted utilities (Est. 3 total meetings). Draft and submit meeting notes
 - 5.2.7. Submit draft utility coordination report and conflict matrix

It is anticipated that all private utility connections for gas, electric, telephone and cable will be handled by the corresponding franchise utility owner. Locations of proposed utility pedestals for underground services will be provided by franchise utility owners to Kimley-Horn to be incorporated into Kimley-Horn base files and proposed design.
- 5.3. Roadway and Drainage – Kimley-Horn will complete roadway design tasks and prepare 70% level construction drawings in accordance with tasks listed in the project work plan. It is assumed that the horizontal roadway geometrics including alignments, pedestrian improvements and the typical section will not require significant revisions to what was submitted in the final conceptual layouts. Kimley-Horn will design vertical profiles, street cross sections, and intersection layouts for the impacted roadways, design sidewalk drain flumes at Randolph and Williams intersections, and design the relocation of a single storm drain inlet at the southwest corner of Main Street and Schertz Pkwy
- 5.4. Traffic
 - 5.4.1. Traffic Study/Warrant Analysis at Main Street and Schertz Pkwy – Through coordination with City Staff it was requested that Kimley-Horn complete an analysis of the existing traffic patterns at Main Street and Schertz Pkwy to determine if improvements are warranted to reduce congestion for outbound Main Street traffic. Kimley-Horn will utilize traffic counts obtained in Task 2 and conduct a warrant analysis to determine if signalization or modification to the Main Street typical section is required at this intersection.

- 5.4.2. Prepare detailed traffic control plan to include construction phasing typical sections, phasing project layouts, sequence of work, construction phasing plan sheets and detour and barricade plans. Kimley-Horn assumes that a total of three (3) phases with dual steps will be required to construct improvements and maintain effective traffic flow.
- 5.4.3. Prepare pavement markings and signage plans
- 5.5. Water and Wastewater Relocation – Complete relocation of water and wastewater lines from west of Lindbergh to Schertz Pkwy, including necessary tie-ins to intersecting streets. This may include the upsize of the existing mains at sizes to be determined by the City, up to 12” in diameter. Kimley-Horn will design and produce construction drawings in accordance with tasks listed in the project work plan, including developing a list of project specific and special details, governing specifications, special specifications and special provisions, complete a quantity takeoff with quantity summary sheets and provide support for the development of an opinion of probable construction cost.
- 5.6. Landscape Architecture
 - 5.6.1. Programming and Schematic Design, Finalize Design Vocabulary Intent
 - 5.6.1.1. After the submission of the final conceptual drawings, City staff provided direction to modify the planned approach for monument structures along the corridor. The previously anticipated gateway structures that spanned the width of the roadway will be replaced by single column monument at locations noted in the project understanding. The previous concept and design vocabulary was developed specifically for a spanned archway. With the decision to transition to single column monuments Kimley-Horn and its sub-consultant will need to re-evaluate the design vocabulary specific to the new monuments, which will also be used for district markers, metal screens, street furniture and signage
 - 5.6.2. Easement and Utility Impact Area Assessment – Kimley-Horn will assess the proposed area to be utilized for a utility easement and provide recommendations for landscape and irrigation improvements.
 - 5.6.3. ROW and Individual Parcel Coordination and Recommendations – Similar to task 5.6.1, Kimley-Horn will evaluate existing ROW conditions and make recommendations on replacement of existing or installation of new landscape features along the full ROW within the project limits. Items recommended with this task will be incorporated into the landscape construction and irrigation drawings.
 - 5.6.4. Signage and Wayfinding coordination – Design intent and graphic details will be developed by Kimley-Horn’s sub-consultant per task 5.6.1. Kimley-Horn will coordinate signage and wayfinding improvements along the Main Street corridor, and areas along Schertz Pkwy, Hwy 78 and FM 1518 that are adjacent to Main Street. It is expected that additional signage and wayfinding improvements beyond these limits will be completed by the City at a later date
 - 5.6.5. Prepare construction drawings and specifications for landscape and irrigation components in accordance with the latest conceptual drawings. It is still unclear the limits of total irrigation improvements. Kimley-Horn has estimated time for irrigation design and development of construction drawings. Should the effort required to complete final

irrigation limits exceed the planned effort, Kimley-Horn will coordinate with City staff to authorize supplemental design services.

5.7. Illumination

5.7.1. Photometric Analysis – Update analysis and exhibits per revised pedestrian improvements, street lighting and monument structures. As part of this analysis Kimley-Horn will review bulb alternatives and coordinate with City on final feature selection. Uplight design will comply with necessary design codes that may be implemented from the adjacent military base.

5.7.2. Lighting Design – Design street lighting, receptacles and monument lighting layouts along project corridor. Plan sheets will be produced to include tasks listed in the project work plan.

5.8. Structural Design – Based on the revised scope of work, the structural design no longer includes spanned archways, rather, it will include the proposed column footings and special drill shafts needed for street lighting. Design will be based on soil conditions listed in the geotechnical report and the final structures approved by City.

5.9. Miscellaneous

5.9.1. Prepare survey control layout sheets and easement strip map

5.9.2. Prepare tree preservation and mitigation table and plan sheets

5.9.3. Prepare SW3P narrative and plan sheets

5.10. Details and Specifications – 70% phase will consist of compiling design standards and developing a list of all governing specifications, special specifications and special provisions

5.11. TxDOT Meetings and Coordination

5.11.1. Prepare for and attend separate coordination meetings with multiple TxDOT groups to obtain consensus for the proposed pavement design, roadway improvements and traffic control plan, drainage reviews, water and wastewater improvements, and illumination and landscape improvements

5.12. Permitting

5.12.1. TDLR – Kimley-Horn will engage a Registered Accessibility Specialist (RAS) to register the project and complete a preliminary plan review of the 70% construction drawings

5.12.2. TxDOT Utility Installation Request (UIR) – Kimley-Horn will coordinate and meet with TxDOT throughout this design phase and initiate the UIR process. It is assumed that the UIR will be approved by TxDOT prior to the project bid

5.13. Internal QA/QC

5.14. 70% Plans Submittal and Responses

5.14.1. Prepare complete submittal of all disciplines and submit plans, list of details and specifications, and updated OPCC. Improvements associated with Lindbergh Street reconstruction will be incorporated into the Main Street plan set

5.14.2. Attend one (1) Design Review Meeting with City to discuss 70% submittal documents and City review comments

5.14.3. Prepare comments to responses utilizing bluebeam or adobe software and submit to City for approval of the 70% design phase. Adjustments to design and plans from City review comments will be completed during the next design phase.

6. 95% Design

Kimley-Horn will further progress the construction drawings, specifications and OPCC to a 95% design level. The following tasks for the 95% design phase will supplement tasks noted in Task 5 (70% Design):

6.1. General

6.1.8. Prepare construction schedule to develop project duration

6.5. Water/Wastewater

6.5.1. Water

6.5.1.1. Assist City with valve shutdown test

6.5.2. Sewer

6.5.2.1. Prepare abandonment sheets

6.10. Details and Specifications

6.10.3. Prepare special provisions

6.10.4. Prepare special specifications

6.10.5. Prepare special conditions

6.10.6. Prepare draft contract documents and specifications package

7. Final Design

Kimley-Horn will review City comments provided for the 95% design drawings and attend a design review meeting to coordinate any final modifications to the plans. Construction drawings, specifications, contract documents and the OPCC will be finalized. Kimley-Horn will complete a final quality control review of the plans, specifications and OPCC. This task assumes that the general project scope remains intact and only minor revisions to the improvements will be required. Permanent easement staking for up to thirty (30) easements will be completed in conjunction with the final design phase.

Kimley-Horn will submit signed and sealed plans and specifications with the final OPCC for this task. Additionally, Kimley-Horn will pursue an approved UIR permit from TxDOT during this phase, and final signed and sealed plans will be submitted to TDLR within 20-days of seal date.

8. Procurement

Kimley-Horn will complete the following tasks during the procurement phase:

8.1. Assist City with project advertising

8.2. Prepare meeting agenda and attend pre-bid meeting

8.3. Prepare pre-bid meeting notes

8.4. Document and respond to Contractor questions

8.5. Prepare and issue up to two (2) Addenda

8.6. Attend bid opening

8.7. Contractor qualification and bid evaluation

8.8. Prepare bid tabulation

8.9. Assist City with bid negotiations

8.10. Prepare construction contract award recommendation letter

8.11. Prepare conformed plan set

9. Construction Phase Services

9.1. Pre-Construction Meeting

9.2. Progress meetings and site visits (est. 18-month construction schedule)

9.2.1. Monthly Construction Progress Meetings and site visits

9.2.2. Monthly standalone site visit (to occur two weeks after monthly progress meetings)

9.2.3. Prepare meeting notes for monthly progress meetings and submit within three (3) business days

9.2.4. Prepare construction observation report for each site visit

9.3. General Construction coordination

Kimley-Horn will make site visits in accordance with proposed basic scope of work in order to observe the progress of the work. Such observations will not be exhaustive or extend to every aspect of Contractor's work. Observations will be limited to spot checking, selective measurement, and similar methods of general observation. Based on information obtained during site visits, Kimley-Horn will evaluate whether Contractor's work is generally proceeding in accordance with the Contract Documents, and Kimley-Horn will keep the City informed of the general progress of the work.

Additionally, Kimley-Horn will not supervise, direct, or have control over Contractor's work, nor shall Kimley-Horn have authority to stop the Work or have responsibility for the means, methods, techniques, equipment choice and usage, schedules, or procedures of construction selected by Contractor, for safety programs incident to Contractor's work, or for any failure of Contractor to comply with any laws. Kimley-Horn does not guarantee the performance of any Contractor and has no responsibility for Contractor's failure to perform its work in accordance with the Contract Documents.

9.4. Pay Estimate Reviews (monthly and final payment)

9.4.1. Kimley-Horn will review and approve or take other appropriate action in reviewing Contractor application for payment, including recommendations to reject request for payment if quantities are not accurate and in line with the Contract Documents or progress of work

9.5. Shop Drawings/Submittals Reviews

9.5.1. Kimley-Horn will review and approve or take other appropriate action in respect to Shop Drawings and Material Submittals and other data the Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs

9.6. Request for Information (RFIs)

9.6.1. Kimley-Horn will respond to reasonable and appropriate Contractor requests for information and issue necessary clarifications and interpretations of the Contract

Documents to the City as appropriate to the orderly completion of Contractor's work. Any variations from the Contract Documents will require authorization and approval from the City

9.7. Request for Proposals (RFPs) and Change Orders (COs)

9.7.1. Kimley-Horn will review up to two (2) change orders or request for proposals requested by the City

9.8. Substantial and Final Completion Walk-Throughs

9.8.1. Kimley-Horn will conduct a substantial and final completion walkthrough with the City to determine if the completed Work of Contractor is in general conformance with the Contract Documents. Kimley-Horn will develop a list of deficient items at the conclusion of the substantial completion walk and submit to the City and Contractor. Upon notification by the Contractor and City that deficient items have been addressed to the City's satisfaction, Kimley-Horn will recommend final payment to the Contractor and submit a Notice of Acceptability of Work

9.9. TDLR Inspection – Kimley-Horn's sub-consultant will complete a post construction inspection in conjunction with the substantial completion walk to review final improvements and prepare and submit a violations/no-violations letter. Violations will be required to be addressed by the Contractor before the project can be officially closed out with TDLR. Kimley-Horn will help the City coordinate violations with the Contractor and complete a post TLDR walk with City staff to confirm violations are properly addressed.

10. Record Drawings and Project Closeout

10.1. Prepare Record Drawings from Contractor As-Builts

10.1.1. The Contractor is responsible for providing a redlined set of construction drawings to Kimley-Horn identifying all changes made to the approved design during construction. Kimley-Horn will prepare and submit a draft set of record drawings to the City for review and comment. Kimley-Horn will review City comments, update record drawings as required and submitted final record drawings for project closeout.

10.2. Deliverables

10.2.1. One (1) CD containing final record drawings in .pdf format

10.2.2. One (1) CD with final unsealed drawings in CADD (.dwg) or Microstation (.DGN) format

11. Reimbursable Project Expenses

11.1. Mileage for site visits and meetings and miscellaneous project expenses. Mileage will be reimbursed based on the current standard business mileage rate of \$0.625 per mile (estimated at 40 mi/RT). This sub-task also includes miscellaneous project expenses that may be encountered throughout the project.

11.2. Large scale plotting for any document or plot in excess of 11" x 17"

SUPPLEMENTAL SERVICES

Kimley-Horn has coordinated with each sub-consultant and identified potential areas that may require supplemental design services to support this project. The extent of many of these services are still unknown at this point, but in an effort to capture potential costs an approximate fee is included in the work plan. The tasks below provide a brief outline of the proposed supplemental services and will only be completed upon written authorization from the Client. Kimley-Horn will coordinate development of a fee proposal with necessary sub-consultants for each supplemental service request and submit to the City for review.

1. Topographic Survey
 - 1.1. Plat and Field Notes for utility easements for up to an additional twelve (12) parcels
 - 1.2. Permanent Easement Staking for up to an additional twelve (12) parcels, to occur simultaneously
 - 1.3. General surveying services that may be warranted as the design progresses
2. Geotechnical Engineering
 - 2.1. Miscellaneous geotechnical engineering services that may be required after initial meetings are conducted with TxDOT
3. Environmental Services
 - 3.1. Limited Site Investigation (LSI) – Includes up to 14 soil borings in the event the Phase I ESA recommends completion of an LSI. Actual number of soil borings will be confirmed at the conclusion of the Phase 1 ESA, and a revised scope and fee proposal will be submitted based on the confirmed scope of work.
 - 3.2. Effluent Discharge Sampling (for up to 3 events)
4. Land Acquisition Services
 - 4.1. Supplemental Land Acquisition Services that are unspecified at this time. In the event the City requires additional land acquisition support to pursue easements outside the scope noted in the base services, Kimley-Horn will coordinate with the sub-consultant and submit an additional services proposal for the additional effort. Condemnation support is specifically excluded from this proposal but can be completed by Kimley-horn and its sub-consultant if necessary.
5. Subsurface Utility Engineering
 - 5.1. Kimley-Horn will develop a SUE plan identifying the proposed limits of QL-A and B needed when the utility impacts are better understood. It is assumed that SUE services will occur towards the end of the 70% design phase and design adjustments to the street lighting, utilities and drainage inlet will be made once the SUE deliverable is received during the 95% design phase.
 - 5.2. Effort included in this supplemental service task is approximate only. Kimley-Horn will coordinate with its SUE sub-consultant to obtain a formal scope and fee when the overall SUE needs are better understood, and submit to the City for review and authorization
6. Miscellaneous Design
 - 6.1. This task includes supplement funds for miscellaneous design services that may be warranted as the project progresses. In the event an additional service is identified or additional funds are

needed to cover another supplement service task, Kimley-Horn will prepare a scope and fee proposal for the specific request and submit to the City for review and authorization.

ASSUMPTIONS

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

1. Project limits along Main Street range from Curtiss Avenue to Schertz Pkwy
2. Twelve (12) month design schedule anticipated
3. Kimley-Horn will transition into the 70% design phase once the new task order is authorized. Task 5.6.1 will be completed at the beginning of the 70% design phase to secure the design vocabulary/intent so landscape improvements and design can proceed
4. Lindbergh street reconstruction improvements will be incorporated into the Main Street design documents.
5. Separate pavement designs will be required for flexible and rigid pavements for both City and TxDOT roadways. It is assumed that TxDOT will allow the proposed pavement section within their ROW to match existing, or provide the updated pavement section based on their internal analysis.
6. Four single column monument structures are planned for project corridor. City will select preferred option of monument structures prior to continuation of design documents for landscape features
7. Detailed hydrology and hydraulic modeling will not be required. Drainage improvements will be limited to the flumes noted at the intersections of Randolph Ave. and Williams St., and the relocation of a single storm drain inlet at Main Street and Schertz Pkwy
8. Landscape/hardscape features will remain at grade (not below ground)
9. Three traffic control phases and detour routes will be sufficient
10. Festoon lighting will be designed for two (2) intersections
11. Lighting will be incorporated into the monument structures
12. Up to three (3) up lights for landscaping and signage features
13. Up to six (6) electric outlets will be provided, located at monument and/or landscaped areas
14. Street and pedestrian lighting will be provided by a single pole and fixture
15. Up to two (2) custom design foundation designs for light poles
16. Land acquisition services will be as noted in Task 3
17. All permit fees will be paid by the City
18. Partial TxDOT ROW will be impacted and a UIR will be developed and submitted. No temporary construction driveways will be required on TxDOT roadways
19. Improvements will remain outside of Union Pacific Railroad (UPRR) ROW
20. One round of combined City (and TxDOT if applicable) comments will be addressed at each design milestone
21. City will utilize Request for Competitive Sealed Proposals (RFCSP) Bid Format
22. All improvements will be bid out as a single project
23. Eighteen (18) month construction schedule anticipated
24. No variances required for TDLR inspection

EXCLUSIONS

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

1. Design of archway structures
2. Gas relocation design
3. Drainage design services
 - a. Kimley-Horn will evaluate options to maintain street flow drainage at intersections where bulb outs are installed
 - b. An underground storm drain system is not located along the complete Main Street corridor, other than a cross drainage pipe at the Pfeil street intersection that outfalls to TxDOT SH 78 and a single pipe between Pfeil Street and Schertz Pkwy. Designing improvements that require connections to underground drainage would require the installation of a complete underground network. Additionally, this area is within the 100-year floodplain and has a substantial contributing watershed, therefore 2-dimensional modeling would be required to adequately size any proposed storm drain improvements
4. Traffic or pedestrian signal design
5. Condemnation support for land acquisition services
6. Design for special or decorative retaining wall. If retaining walls are required, it is assumed a standard concrete retaining wall less than 3-foot in height will be sufficient
7. Design of fountains, pools, or other special features
8. Railroad coordination and permitting
9. Additional round of comments to what is specified under Assumptions
10. Milestones in addition to what is proposed for this project
11. Any other services not listed in the basic services

SCHEDULE

Kimley-Horn estimates a total design schedule of twelve (12) months for this project. Delays in obtaining information from utility providers and the selected placemaking theme from the City could impact the proposed schedule and submission of final deliverables. Additionally, delays in obtaining approved right of entry and fully executed easements could delay both completion of design documents and construction start. Kimley-Horn will develop a detailed design schedule to include all scope of services upon execution of this task order assignment.

FEE AND BILLING

Kimley-Horn will perform the above outlined basic scope of services, including reimbursable project expenses and sub-consultant services, for a lump sum fee of **\$1,766,225**. Supplemental sub-consultant services were identified based on our understanding of the project, and an amount of \$407,680 has been included in this scope and fee proposal to support the proposed design. The total fee for basic and supplemental services reflective of the scope of services presented within this proposal is a lump sum amount not to exceed amount of **\$2,173,905**. Should additional services be required, Kimley-Horn will coordinate with necessary sub-consultants to obtain a proposal for submittal to the City and will begin work upon formal authorization to proceed. The task and fee summary below provides a breakdown of

the basic and supplemental services, and can be further referenced in the project work plan included as Attachment 1.

Task	Description of Service	Amount	Basis of Compensation
	BASIC SERVICES		
1	Project Management	\$ 134,170.00	[Lump Sum]
2	Design Support Services	\$ 200,300.00	[Lump Sum]
3	Land Acquisition	\$ 329,730.00	[Lump Sum]
4	Council and Public Meetings	\$ 34,100.00	[Lump Sum]
5	70% Design	\$ 517,205.00	[Lump Sum]
6	95% Design	\$ 258,360.00	[Lump Sum]
7	Final Design	\$ 96,950.00	[Lump Sum]
8	Procurement	\$ 26,635.00	[Lump Sum]
9	Construction Phase	\$ 144,090.00	[Lump Sum]
10	Record Drawings and Project Closeout	\$ 14,685.00	[Lump Sum]
11	Reimbursable Project Expenses	\$ 10,000.00	[Lump Sum]
	Total Compensation (BASIC SERVICES)	\$ 1,766,225.00	[Lump Sum]
	SUPPLEMENTAL SERVICES		
S-1	Topographic Survey	\$ 49,750.00	[Lump Sum]
S-2	Geotechnical Engineering	\$ 10,000.00	[Lump Sum]
S-3	Environmental	\$ 72,930.00	[Lump Sum]
S-4	Land Acquisition	\$ 50,000.00	[Lump Sum]
S-5	Subsurface Utility Engineering (SUE)	\$ 125,000.00	[Lump Sum]
S-6	Miscellaneous Design	\$ 100,000.00	[Lump Sum]
	Total Compensation (SUPPLEMENTAL SERVICES)	\$ 407,680.00	[Lump Sum]
	Total Compensation (BASIC + SUPPLEMENTAL SERVICES)	\$ 2,173,905.00	[Lump Sum]

Kimley-Horn 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

Project Name:	Main Street Revitalization Final Design
Design Firm:	On-Call Engineering Services, Task Order - 08
Date Proposal Submitted:	Kimley-Horn and Associates, Inc.
CoS Project Manager:	8/16/2022
Kimley-Horn Project Manager:	John Nowak, PE
Proposal:	Stephen Aniol, PE

Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer III	Staff Engineer II	Staff Engineer I	Senior Design Technician	Project Manager / RPLS	Registered Surveyor	Surveyor-In-Training	Administrative/Clerical	Landscape Architectural Staff Non Contract Rates			Consultant Fee Total	Sub-Consultant Fee Total SHERWOOD	Sub-Consultant Fee Total TERRACON	Sub-Consultant Fee Total FD2S	Sub-Consultant Fee Total 7ARROWS	Sub-Consultant Fee Total AC GROUP	Sub-Consultant Fee Total TDLR	Fee Total		
														Senior Landscape Architect	Landscape Architect	Staff Landscape Architect										
Contract Approved Rates (Engineering and Survey)	\$ 225.00	\$ 195.00	\$ 175.00	\$ 180.00	\$ 145.00	\$ 125.00	\$ 115.00	\$ 105.00	\$ 115.00	\$ 175.00	\$ 145.00	\$ 110.00	\$ 75.00	\$ 210.00	\$ 150.00	\$ 120.00										
Task to be performed/Phase Description (including Sub-consultant work)																										
11 Reimbursable Project Expenses	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
11.1 Mileage and Miscellaneous Project Expenses																										
11.2 Plotting																										
Total Hours (Basic Services):	93	1139	151	74	1795	842	2383	447	612	108	211	551	97	204	409	344	9620									
Total Fee (Basic Services):																										
SUPPLEMENTAL SERVICES																										
S-1 Topographic Survey	0	12	0	0	24	0	20	0	0	30	68	132	0	0	0	0	286	\$ 37,750.00	\$ 12,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 49,750.00
1.1 Plat and Field Notes (Est. 12)		4			12		12			12	36	100					176	\$ 22,220.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.2 Permanent Easement Staking (Est. 12)		4			4		4			8	12						28	\$ 4,500.00	\$ 4,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
1.3 General Surveying Services		4			8		8			10	20	32					82	\$ 11,030.00	\$ 8,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
S-2 Geotechnical Engineering	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,000.00
2.1 Supplemental Geotechnical Engineering Services																		0	\$ 10,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
S-3 Environmental	0	12	0	0	16	0	12	0	0	0	0	0	2	0	0	0	42	\$ 6,190.00	\$ -	\$ 66,740.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 72,930.00
3.1 Limited Site Investigation (Up to 14 Soil Borings)		10			12		12						2					36	\$ 5,220.00	\$ -	\$ 63,740.00	\$ -	\$ -	\$ -	\$ -	\$ -
3.2 Effluent Discharge Sampling (Up to 3 Events)		2			4		4											6	\$ 970.00	\$ -	\$ 3,000.00	\$ -	\$ -	\$ -	\$ -	\$ -
S-4 Land Acquisition	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000.00
4.1 Supplemental Land Acquisition Services																		0	\$ 50,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
S-5 Subsurface Utility Engineering (SUE)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 125,000.00
5.1 Subsurface Utility Engineering (SUE) Services																		0	\$ 125,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
S-6 Miscellaneous Design	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000.00
6.1 Supplemental Engineering Design Services																		0	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Hours (Supplemental Services):	0	24	0	0	40	0	32	0	0	30	68	132	2	0	0	0	328									
Total Fee (Supplemental Services):																			\$ 328,940.00	\$ 12,000.00	\$ 66,740.00	\$ -	\$ -	\$ -	\$ -	\$ 407,680.00
TOTAL FEE (Basic + Supplemental Services):																			\$ 1,663,050.00	\$ 50,350.00	\$ 106,555.00	\$ 43,750.00	\$ 300,200.00	\$ 5,000.00	\$ 5,000.00	\$ 2,173,905.00