

RESOLUTION NO. 23-R-56

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A TASK ORDER AGREEMENT MODIFICATION TO THE TASK ORDER WITH HALFF ASSOCIATES ADDING DESIGN TASKS AND INCREASING THE NOT TO EXCEED AMOUNT TO FIVE HUNDRED ELEVEN THOUSAND DOLLARS FOR THE LOOKOUT ROAD RECONSTRUCTION PROJECT

WHEREAS, the City Council of the City of Schertz approved Resolution 22-R-138 on December 6, 2022 authorizing a Task Order Agreement with Halff Associates for professional design services for the Lookout Road Reconstruction Project and a not to exceed amount of \$330,000.00; and

WHEREAS, that Task Order Agreement contained a set scope of work; and

WHEREAS, the City identified some additional professional design services they would like incorporated into the project, generally described as construction of missing sidewalk segments along Lookout Road and intersection widening at the Lookout Road and Schertz Parkway and Lookout Road and Doerr Lane intersections; and

WHEREAS, the Halff Associates has identified the additional design services and fee increase needed to accomplish the additional work the City wishes incorporated into the project; and

WHEREAS, Task Order Agreement Modification has been created to account for those additional design services and fee increase; and

WHEREAS, the funding for the proposed fee increase is available from the funding allocated by the Schertz Economic Development Corporation for design of the Lookout Road Reconstruction Project and the Schertz Economic Development Corporation has reviewed and agreed to the design scope additions and fee increase.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS THAT:

Section 1. The City Council hereby authorizes amending the Task Order Agreement with Halff Associates and authorizes the City Manager to execute the necessary Task Order Agreement Amendment documents in substantially the same form as attached and increase the not to exceed amount for the amended Task Order to **FIVE HUNDRED ELEVEN THOUSAND DOLLARS** (\$511,000.00) during the FY 2022-2023.

Section 2. The recitals contained in the preamble hereof are hereby found to be true, and such recitals are hereby made a part of this Resolution for all purposes and are adopted as a part of the judgment and findings of the City Council.

Section 3. All resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the

provisions of this Resolution shall be and remain controlling as to the matters resolved herein.

Section 4. This Resolution shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

Section 5. If any provision of this Resolution or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Resolution and the application of such provision to other persons and circumstances shall nevertheless be valid, and the City Council hereby declares that this Resolution would have been enacted without such invalid provision.

Section 6. It is officially found, determined, and declared that the meeting at which this Resolution is adopted was open to the public and public notice of the time, place, and subject matter of the public business to be considered at such meeting, including this Resolution, was given, all as required by Chapter 551, Texas Government Code, as amended.

Section 7. This Resolution shall be in force and effect from and after its final passage, and it is so resolved.

PASSED AND ADOPTED, this ____ day of _____, 2023.

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

This is Task Order
No. 12, **Addendum #1**
consisting of 4 pages.

Task Order

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: TBD
- b. Owner: City of Schertz
- c. Engineer: Halff Associates, Inc.
- d. Lookout Road Reconstruction (0.65 Miles)
- e. Specific Project (description):
 - Reconstruct Lookout Road from Doerr Lane to Schertz Parkway to include 42-foot flexible pavement section utilizing existing curb and gutter,
 - Upsize and replace existing sewer lines with 18-inch sewer lines along the same corridor.

2. Services of Engineer

A. The specific services to be provided or furnished by Engineer under Task Order Addendum #1 are as follows:

- Design (90% & 100%)
 - Prepare construction documents for the additional roadway design limits at the Doerr Lane and Schertz Parkway intersections with Lookout Road and include the sidewalk design along both sides of Lookout Road.
 - Prepare Traffic Control Plans and plans for pavement markings, signing, and delineators for the two (2) intersections.
 - Prepare structural wall plan and profile sheets and detail sheets for the widening at the Lookout Road and Schertz Parkway intersection.
 - Design structural modification for RAC-R walls to accommodate specific site conditions (located along the proposed sidewalk on top of the existing box culverts)
 - Additional identification and coordination of all affected utilities and

- coordination of plans for utility relocation within the roadway widening limits.
- Extend the limits of the high-level hydrologic analysis of the existing conditions and include in the technical memo.
- Perform hydrologic and storm sewer calculations for the storm sewer relocations for roadway widening.
- Develop plan and profile sheets as well as details for the storm sewer relocations for roadway widening.
- Extend the limits of the Storm Water Pollution Prevention Plan and Best Management Practices Plan for control of erosion during and after construction.
- Survey
 - Perform additional site topography required to collect information needed in the design of the Project. The additional survey is along Doerr Lane, Schertz Parkway, and Lookout Road (west of Schertz Parkway) for the anticipated intersection widening.
 - Perform boundary survey to identify the existing ROW limits for four (4) properties.
 - Develop right-of-way (ROW) exhibits and metes and bounds for ROW to be acquired for the intersection widening at Lookout Road and Doerr Lane and Lookout Road and Schertz Parkway. ROW exhibits will be provided for four (4) properties.
- SUE Level B
 - Halff will designate an additional 830 linear feet of utilities per the original Task Order No. 12 scope. The additional Level B SUE designations are along Doerr Lane, Schertz Parkway and Lookout Road (west of Schertz Parkway) for the anticipated intersection widening.
- Geotechnical Services
 - Additional analysis for retaining wall recommendations, including an additional bore at the proposed wall and global stability analysis. Halff charges 10% on top of Raba-Kistner's fee for administrative effort.
- CCTV Sanitary Sewer Lines
 - Add the service for Fuquay, Inc. (Fuquay) to provide CCTV for the existing 8"-12" sanitary sewer lines.
 - Proposal provided by Fuquay under Attachment II and Attachment III, dated February 10, 2023. Halff charges 10% on top of Fuquay's fee for administrative effort.
- Bid Phase Services
 - Additional construction phase effort for the extended project limits and the addition of the proposed structural wall, sidewalk, and storm sewer.
- Construction Phase Services
 - Additional construction phase effort for the extended project limits and the addition of the proposed structural wall, sidewalk, and storm sewer.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and as follows:

- Right-of-Entry
 - The City shall obtain right-of-entry to the four (4) properties, from which right-of-way will be acquired, prior to performing the additional surveys listed in Item 2 above.
- Cleaning of Existing Sanitary Sewer Lines
 - The City shall clean the existing sanitary sewer lines prior to the CCTV fieldwork.

4. Task Order Schedule

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

<u>Party</u>	<u>Action</u>	<u>Schedule</u>
Engineer	Furnish: 1. The consultant will submit one set of plans and specifications at the 90% milestone and two sets of plans at the 100% milestone. 2. The consultant will submit a separate geotechnical report for the retaining wall recommendations. 3. The consultant will submit one video and one final report developed by Fuquay.	Half personnel will be available to commence work upon written notice to proceed and right-of-entry to private properties at the intersections.
Owner	1. Notice to Proceed 2. Provide right-of-entry 3. Clean existing Sanitary Sewer Lines	As Coordinated

5. Payments to Engineer

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

Fee provided shall be considered lump sum for the services described in this Task Order. ***See attached Exhibit B for Fee Schedule.***

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

6. 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 to be determined.

OWNER:

ENGINEER:

By: _____

By: R. De Luna

Print Name: _____

Print Name: Rachel De Luna, PE

Title: _____

Title: Public Works Project Manager

Engineer License or Firm's: F-312

State of: Texas

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: _____

Title: _____

Title: _____

Address: _____

Address: _____

Email Address: _____

Email Address: _____

Phone: _____

Phone: _____

EXHIBIT B - FEE SCHEDULE

Lookout Road - City of Schertz Estimated Level of Effort for Intermediate and Final Design, and Construction Phase Services

POSITION DESCRIPTION	Sr. Project Manager/QAQC	Project Manager/ Sr. Lands Arch	Mid Project Engineer	Engineer EIT/ Lands Arch	Sr. GIS	Survey Technician	Admin Assistant	SUE Designating	RPLS Manager	SUE Field Manager	SUE/Survey Crew 2-man	SubConsultant Fee	Total Labor hrs.	Cost
BILLABLE LABOR RATES	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00	Lump Sum		
INTERMEDIATE DESIGN PHASE SERVICES (90%)														
1) Engineering Services														
Project Administration and Coordination														
1. Project Management	1	8	6										15	\$3,165.00
2. Public Involvement Meetings (1 meeting, 3 exhibits)													0	\$0.00
3. Prepare Monthly Invoices and Progress Reports (Assumes 10 Invoices)													0	\$0.00
Roadway Design (90%)														
1. Develop Roadway Geometry (Horizontal & Vertical)		2	4	8									14	\$2,280.00
2. Develop Typical Sections			4	8									12	\$1,840.00
3. Develop Removal Plan Layout Sheets		2	4	8									14	\$2,280.00
4. Develop Title Sheet, Index Sheet, and Project Layout Sheets			2	4									6	\$920.00
5. Develop Roadway Plan & Profile Layout Sheets	1	2	12	24									39	\$6,225.00
6. Develop Traffic Control Plan Layout Sheets	1	2	16	32									51	\$8,065.00
7. Develop Traffic Control Sequence of Construction & Narrative		2	8	8									18	\$3,040.00
8. Develop Intersection Layouts		4	12	24									40	\$6,400.00
9. Develop Cross Sections		2	6	12									20	\$3,200.00
10. Structural Walls Plan, Section and Details	4	10	20	40									74	\$12,460.00
11. Develop Roadway Quantity Summaries		2	4	8									14	\$2,280.00
12. Develop Construction Cost Estimate		2	8	16									26	\$4,120.00
Utility Design/Coordination (90%)														
1. Utility Design/Coordination Meetings														
a. Utility Design/Coordination Meetings (Assumes 1 Meetings Total)		2	2										4	\$820.00
b. Coordination of Utility Adjustments			8	16									24	\$3,680.00
c. Technical Assistance and Meeting Exhibits		2		8									10	\$1,520.00
2. Develop Utility Tracking Report		2	4	16									22	\$3,360.00
3. Utility Investigation (As-Builts, Field Observations)			4	8									12	\$1,840.00
4. Prepare Sewer Plan and Profile													0	\$0.00
5. Prepare Schematic Bypass Plan													0	\$0.00
6. Develop Construction Cost Estimate													0	\$0.00
Drainage (90%)														
1. Hydrologic Data Collection, Review, and Analysis		2	4	8	1								15	\$2,405.00
2. Prepare Existing Watershed Maps			1	4	1								6	\$855.00
3. Develop Drainage Technical Memo			4	8									12	\$1,840.00
4. Develop SW3P Layouts			4	8									12	\$1,840.00
5. Prepare Drainage Plan and Profile		2	4	8	8								22	\$3,280.00
6. Perform Drainage Calculations			2	4									6	\$920.00
7. Develop Construction Cost Estimate		2	2	4									8	\$1,360.00
Signing and Pavement Markings (90%)														
1. Develop Signing/Striping Layout Sheets	1	2	4	16									23	\$3,625.00
2. Prepare Signing/Striping Quantity and Plan Summaries	1	2	4	16									23	\$3,625.00
Total Hours	9	54	153	316	10	0	0	0	0	0	0	0	542	
SUMMARY														
HOURS SUB-TOTALS	9	54	153	316	10	0	0	0	0	0	0	0	542	-
BILLABLE RATE PER HOUR	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00	\$0.00		-
TOTAL - Engineering Services (Roadway Design Phase)	\$2,385.00	\$11,880.00	\$29,070.00	\$42,660.00	\$1,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$87,245.00
2) Surveying Services														
1. Record Research, Develop Base Map, and Establish Apparent ROW													0	\$0.00
2. Establish Project Control and Develop Topographic Survey, Culverts, Storm Sewer, Utilities		2				8			2		20		32	\$5,590.00
3. Tie Existing Surface Utilities and Locate Markings													0	\$0.00
4. Provide Control Sheets													0	\$0.00
5. Collect, Inventory and Photograph Existing Signs													0	\$0.00
6. Boundary Survey for 4 Properties at Intersections		4				8			2		20		34	\$6,030.00
7. Parcel Exhibits and Metes & Bounds for 4 Properties at Intersections		4				20			8		20		52	\$9,060.00
Total Hours	0	10	0	0	0	36	0	0	12	0	60	0	118	
SUMMARY														
HOURS SUB-TOTALS	0	10	0	0	0	36	0	0	12	0	60	0	118	-
BILLABLE RATE PER HOUR	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00	\$0.00		-
TOTAL - Surveying Services	\$0.00	\$2,200.00	\$0.00	\$0.00	\$0.00	\$4,860.00	\$0.00	\$0.00	\$2,820.00	\$0.00	\$10,800.00	\$0.00		\$5,590.00

EXHIBIT B - FEE SCHEDULE

Lookout Road - City of Schertz Estimated Level of Effort for Intermediate and Final Design, and Construction Phase Services

POSITION DESCRIPTION	Sr. Project Manager/QAQC	Project Manager/ Sr. Lands Arch	Mid Project Engineer	Engineer EIT/ Lands Arch	Sr. GIS	Survey Technician	Admin Assistant	SUE Designating	RPLS Manager	SUE Field Manager	SUE/Survey Crew 2-man	SubConsultant Fee	Total Labor hrs.	Cost
BILLABLE LABOR RATES	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00	Lump Sum		
FINAL ENGINEERING PHASE SERVICES (100%)														
1) Engineering Services														
Roadway Design (100%)														
1. Incorporate Comments From 90% Submittal		1	8	16									25	\$3,900.00
2. Final Title Sheet, Index Sheet, and Project Layout Sheets				2									2	\$270.00
3. Final Roadway Plan & Profile Layout Sheets				4									14	\$2,280.00
4. Final Structural Walls Plan, Section and Details	1	2	4	16									23	\$3,625.00
5. Final Traffic Control Plan	1	2	4	16									23	\$3,625.00
6. Final Intersection Layouts	1	2	4	8									15	\$2,545.00
7. Final Miscellaneous Details		2	4	8									14	\$2,280.00
8. Final Roadway Quantity Summaries		2	4	8									14	\$2,280.00
9. Final Construction Cost Estimate		2	4	8									14	\$2,280.00
10. Develop Specifications and General Notes	1	2	4	8									11	\$1,785.00
11. Develop Construction Schedule		2	4	8									6	\$1,200.00
12. Develop Project Technical Specification Manual		2	4	8									14	\$2,280.00
Utility Design/Coordination (100%)														
1. Incorporate Comments From 90% Submittal													0	\$0.00
2. Final Sewer Plan and Profile													0	\$0.00
3. Final Schematic Bypass Plan													0	\$0.00
4. Final Miscellaneous Details													0	\$0.00
Drainage (100%)														
1. Incorporate Comments from 90% Submittal		1	4	8									13	\$2,060.00
2. Final Drainage Computation Summary Sheets													0	\$0.00
3. Final SW3P Layout Sheets			2	4									6	\$920.00
4. Final Drainage Plan and Profile Sheets	1	1	2	4									8	\$1,405.00
5. Final Drainage Calculation Sheets		1	2	4									7	\$1,140.00
6. Final Construction Cost Estimate		2	4	4									6	\$980.00
Signing and Pavement Markings (100%)														
1. Final Signing/Striping Layout Sheets		1	2	4									7	\$1,140.00
2. Final Signing/Striping Quantity and Plan Summaries		1	2	4									7	\$1,140.00
Total Hours	5	28	58	138	0	0	0	0	0	0	0	0	229	
SUMMARY														
HOURS SUB-TOTALS	5	28	58	138	0	0	0	0	0	0	0	0	229	-
BILLABLE RATE PER HOUR	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00	\$0.00		-
TOTAL - Engineering Services (Final Design Phase)	\$1,325.00	\$6,160.00	\$11,020.00	\$18,630.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$37,135.00
2) Bid Phase Services														
1. Develop Bid Form		1						1					2	\$300.00
2. Develop SW3P Manual		1	4	8				1					14	\$2,140.00
3. Attend Pre-Bid Meeting and Bid Opening													0	\$0.00
4. Provide Response to Contractor's Questions During Bidding Process		1	8	8									17	\$2,820.00
5. Develop Final Bid Tab Summary and Recommendation		2		4				1					7	\$1,060.00
Total Hours	0	5	12	20	0	0	3	0	0	0	0	0	40	
SUMMARY														
HOURS SUB-TOTALS	0	5	12	20	0	0	3	0	0	0	0	0	40	-
BILLABLE RATE PER HOUR	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00	\$0.00		-
TOTAL - Bid Phase Services	\$0.00	\$1,100.00	\$2,280.00	\$2,700.00	\$0.00	\$0.00	\$240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,320.00
CONSTRUCTION PHASE SERVICES														
1) Construction Phase Services														
Construction Services														
1. Attend Pre-Construction conference													0	\$0.00
2. Review Shop Drawings		2	4	8									14	\$2,280.00
3. Review & Respond to Requests for Information (RFI's)		2	4	8									14	\$2,280.00
4. Prepare Final As-Built Record Drawings		2		8									10	\$1,520.00
Total Hours	0	6	8	24	0	0	0	0	0	0	0	0	38	
SUMMARY														
HOURS SUB-TOTALS	0	6	8	24	0	0	0	0	0	0	0	0	38	-
BILLABLE RATE PER HOUR	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00	\$0.00		-
TOTAL - Construction Phase Services	\$0.00	\$1,320.00	\$1,520.00	\$3,240.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$6,080.00

EXHIBIT B - FEE SCHEDULE

Lookout Road - City of Schertz Estimated Level of Effort for Intermediate and Final Design, and Construction Phase Services

POSITION DESCRIPTION	Sr. Project Manager/QAQC	Project Manager/ Sr. Lands Arch	Mid Project Engineer	Engineer EIT/ Lands Arch	Sr. GIS	Survey Technician	Admin Assistant	SUE Designating	RPLS Manager	SUE Field Manager	SUE/Survey Crew 2-man	SubConsultant Fee	Total Labor hrs.	Cost
BILLABLE LABOR RATES	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00	Lump Sum		
SPECIFIED ADDITIONAL SERVICES														
1) Specified Additional Services														
Specified Additional Services														
Subsurface Utility Engineering (SUE) Level B	1	2		2	2	1	1	10	1	4	8		32	\$5,209.00
Subsurface Utility Engineering (SUE) (3 Level A potholes @ \$3,000 each)													0	\$0.00
Geotechnical Engineering		2										\$7,865.55	2	\$8,305.55
CCTV Existing Sanitary Sewer Line		2										\$9,698.04	2	\$10,138.04
Total Hours	1	6	0	2	2	1	1	10	1	4	8		36	
SUMMARY														
HOURS SUB-TOTALS	1	6	0	2	2	1	1	10	1	4	8		36	-
BILLABLE RATE PER HOUR	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00			
TOTAL - Specified Additiona Services	\$265.00	\$1,320.00	\$0.00	\$270.00	\$250.00	\$135.00	\$80.00	\$1,350.00	\$235.00	\$744.00	\$1,440.00	\$17,563.59		\$23,652.59
TOTAL PROJECT SUMMARY														
HOURS SUB-TOTALS	15	109	231	500	12	37	4	10	13	4	68		1003	\$166,022.59
BILLABLE RATE PER HOUR	\$265.00	\$220.00	\$190.00	\$135.00	\$125.00	\$135.00	\$80.00	\$135.00	\$235.00	\$186.00	\$180.00			
TOTAL PROJECT SUMMARY	\$3,975.00	\$23,980.00	\$43,890.00	\$67,500.00	\$1,500.00	\$4,995.00	\$320.00	\$1,350.00	\$3,055.00	\$744.00	\$12,240.00	\$17,563.59		\$181,112.59