

RESOLUTION NO. 25-R-003

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING EXPEDITURES WITH KIMLEY-HORN AND ASSOCIATES, INC., TOTALING NO MORE THAN \$720,000, FOR PROFESSIONAL ENGINEERING-RELATED SERVICES ON THE SCHERTZ FOREST ROADWAY AND WATERLINE IMPROVEMENTS PROJECT, AND OTHER MATTERS IN CONNECTION THEREWITH

WHEREAS, the City staff of the City of Schertz (the “City”) has determined that the City requires professional services relating to engineering and design for the Schertz Forest Roadway and Waterline Improvements Project; and

WHEREAS, City staff has determined that Kimley-Horn and Associates, Inc. is uniquely qualified to provide such services for the City; and

WHEREAS, Kimley-Horn and Associates, Inc. is an approved On-Call Engineering Firm for the City of Schertz; and

WHEREAS, pursuant to Section 252.022(a)(4), the City is not required to seek bids or proposals with respect to a procurement for personal, professional, or planning purposes; and

WHEREAS, the City Council has determined that it is in the best interest of the City to contract with Kimley-Horn and Associates, Inc. pursuant to the On-Call Task Order Agreement attached hereto as Exhibit A (the “Agreement”) up to a maximum total aggregate amount of \$720,000.

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

Section 1. The City Council hereby authorizes the City Manager to execute and deliver the Task Order Agreement with Kimley-Horn and Associates, Inc. in accordance with their approved Master Agreement in substantially the form set forth on Exhibit A in the amount of \$691,016.96 and authorize the City Manager to execute and deliver the Task Order in a not to exceed total aggregate amount of \$720,000.

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resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.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 _____, 2025.

CITY OF SCHERTZ, TEXAS

Ralph Gutierrez, Mayor

ATTEST:

Sheila Edmondson, City Secretary

(CITY SEAL)

EXHIBIT A

TASK ORDER NO. 01 SERVICES AGREEMENT

2. BASELINE INFORMATION

Baseline Information. Owner has furnished the following Specific Project information to Engineer as of the Effective Date of the Task Order. Engineer's scope of services has been developed based on this information. As the Specific Project moves forward, some of the information may change or be refined, and additional information will become known, resulting in the possible need to change, refine, or supplement the scope of services.

Specific Project Title:	Schertz Forest Roadway and Water Line Improvements
Type and Size of Facility:	Existing neighborhood streets and 8-inch water main
Description of Improvements:	Rehabilitate existing roadways including Robin Hood Way, Sherlock Lane, Nottingshire, Guy Guisborne, Will Cloudsley, and Marian Way. Sections of Robin Hood Way, Sherlock Lane and Nottingshire will require regrading and potential reconstruction to improvement drainage and subgrade conditions. Replace existing 8-inch water main with 12-inch water main on Robin Hood Way, Sherlock Lane, Nottingshire, and a portion of Ware Seguin Road near the Robin Hood Way intersection.
Expected Construction Start:	January 2026
Prior Studies, Reports, Plans:	N/A
Facility Location(s):	Schertz Forest subdivision
Current Specific Project Budget:	Unknown
Funding Sources:	Unknown
Known Design Standards:	City of Schertz, supplemented by Texas Department of Transportation and City of San Antonio
Known Specific Project Limitations:	Intent is to rehabilitate most roadways within subdivision. Rehabilitation limits will include limited horizontal and no vertical design. Design limits will include both horizontal and vertical design. Reference scope and fee proposal dated January 27, 2025 for additional items
Specific Project Assumptions:	Reference scope and fee proposal dated January 27, 2025 for additional items

Task Order.

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Other Pertinent Information: Reference scope and fee proposal dated January 27, 2025 for additional items

3. SERVICES OF ENGINEER (“SCOPE”)

- A. The specific Basic Services to be provided or furnished by Engineer under this Task Order are:
- Exhibit A to Task Order, “Engineer’s Services for Task Order,” as attached to this specific Task Order. **[Reference scope and fee proposal dated January 27, 2025 for detailed scope of base and supplemental services.]**
- B. All the services included above comprise Basic Services for purposes of Engineer’s compensation under this Task Order, with the exception of Resident Project Representative Services, if any, which are compensated separately.
- C. Resident Project Representative (RPR) Services: **[RPR services excluded from scope of work]**
- 1. If the Scope established in Paragraph 2.A above includes RPR services, then Exhibit D to Task Order is expressly incorporated in this Task Order by reference.
- D. Additional Services: Services not expressly set forth as Basic Services in Paragraph 3.A above, and necessary services listed as not requiring Owner’s written authorization, or requiring additional effort in an immediate, expeditious, or accelerated manner as a result of unanticipated construction events or Specific Project conditions, **[Subsurface Utility Engineering (SUE) Services]** are Additional Services, and will be compensated by the method indicated for Additional Services in this Task Order. All other Additional Services require mutual agreement and may be authorized by amending the Task Order as set forth in Paragraph 8.05.B.2 of the Main Agreement, with compensation for such other Additional Services as set forth in the amending instrument.

4. DELIVERABLES SCHEDULE

- A. In submitting required Documents and taking other related actions, Engineer and Owner will comply with Exhibit B to Task Order, attached to this specific Task Order.

5. ADDITIONS TO OWNER’S RESPONSIBILITIES

- A. Owner shall have those responsibilities set forth in Article 2 of the Main Agreement, and the following supplemental responsibilities that are specific to this Task Order: **[Reference scope and fee proposal dated January 27, 2025.]**

6. TASK ORDER SCHEDULE

- A. In addition to any schedule provisions provided in Exhibit B or elsewhere, the parties shall meet the following schedule: **[Also, Reference scope and fee proposal dated January 27, 2025.]**

- Data Collection and 50% Design Phase – 195 calendar days

Task Order.

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- Data Collection – 90 days
- Design – 90 days
- City Review – 15 days
- Final Design Phase – 60 calendar days
- Bid Phase – 55 calendar days
 - Finalize Project Manual – 10 days
 - Typical Bidding Phase – 30 days
 - Evaluation and Council Approval – 15 days

7. ENGINEER'S COMPENSATION

- A. The terms of payment are set forth in Article 4 of the Main Agreement.
- B. 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	\$ 50,665.00	[Lump Sum]
2	Data Collection	\$ 126,396.56	[Lump Sum]
3	50% Design Phase	\$ 248,305.00	[Lump Sum]
4	Final Design Phase	\$ 127,940.00	[Lump Sum]
5	Bid Phase Services	\$ 25,760.00	[Lump Sum]
6	Construction Phase Services	\$ 75,100.00	[Lump Sum]
7	Project Closeout	\$ 12,580.00	[Lump Sum]
8	Reimbursable Project Expenses	\$ 1,680.00	[Lump Sum]
	TOTAL COMPENSATION (BASIC SERVICES)	\$ 668,426.56	
	SUPPLEMENTAL SERVICES		
S-1	Subsurface Utility Engineering (SUE)	\$ 22,590.00	[See Proposal]
	TOTAL COMPENSATION (SUPPLEMENTAL SERVICES)	\$ 22,590.00	
	TOTAL COMPENSATION (BASIC + SUPPLEMENTAL SERVICES)	\$ 691,016.56	

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

- C. 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 Subconsultants' 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.

8. ENGINEER'S PRIMARY SUBCONSULTANTS FOR TASK ORDER, AS OF THE EFFECTIVE DATE OF THE TASK ORDER:

- A. [McGray and McGray Land Surveyors, Inc. – Topographic Surveying, Terracon – Geotechnical Engineering, Underground Services, Inc. dba SoftDig – Supplemental SUE Services]

9. EXHIBITS AND ATTACHMENTS:

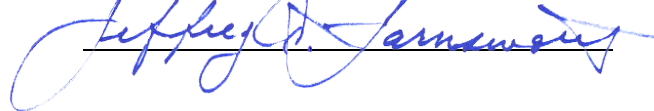
- A. Exhibit A to Task Order—Engineer's scope and fee proposal dated January 27, 2025

Execution of this Task Order by Owner and Engineer makes it subject to the terms and conditions of the Main Agreement and its exhibits and appendices, which Main Agreement, exhibits, and appendices are incorporated by this reference.

OWNER:

ENGINEER:

By: _____

By:  _____

Print Name: _____

Print Name: Jeff Farnsworth, PE

Title: _____

Title: Vice President

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

State of: Texas

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: John Nowak, PE

Name: Stephen Aniol, PE

Title: Assistant City Engineer

Title: Sr. Project Manager

Address: 11 Commercial Place
Schertz, TX 78154

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

Task Order.

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E-Mail
Address: jnowak@schertz.com

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

Phone: 210.619.1825

Phone: 210.321.3404

Date: _____

Date: January 27, 2025

Task Order.

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January 27, 2025

John Nowak, PE
Assistant City Engineer
City of Schertz - Engineering
10 Commercial Place
Schertz, Texas 78154

**RE: *Schertz Forest Roadway and Water Line Improvements Project – TO-01
Scope and Fee Proposal***

Dear Mr. Nowak:

Kimley-Horn and Associates, Inc. (“Kimley-Horn”) is pleased to submit this scope and fee proposal to the City of Schertz (“City”) for professional engineering services for the Schertz Forest Roadway Improvements and Water Line Relocation project (“Project”). This project consists of street rehabilitation and the upsizing of an existing 8-inch water main to 12-inches within the Schertz Forest subdivision.

PROJECT UNDERSTANDING

Per correspondence between the City and Kimley-Horn, the goal of this project is to replace the existing 8-inch water main with a new 12-inch line on Robin Hood Way, Sherlock Lane, Nottinghamshire, and a small segment of Ware Seguin Road. Additionally, street rehabilitation will be evaluated for Robin Hood Way, Sherlock Lane, Nottinghamshire, Guy Guisborne, Will Cloudsley, and Maid Marian. The intent of the road work is to rehabilitate the existing pavement section with either asphalt or cement emulsion and install a new surface course for the full project limits. Topographic survey will be obtained on Robin Hood Way, Sherlock Lane, Nottinghamshire, and within the limits of the water main replacement on Ware Seguin Road. Soil borings and pavement cores will be obtained for specific locations identified in this proposal and combined with soil boring data collected with a previous assignment to produce a geotechnical engineering report. This report will document the soil characteristics, make recommendations for street reclamation and reconstruction alternates, and include considerations for utility construction. It is estimated that an approximate 2,000-foot segment along Robin Hood Way, Sherlock Lane and Nottinghamshire will require reprofiling and street reconstruction due to existing conditions of each roadway. Reconstruction of the pavement section for other locations within Schertz Forest subdivision will be considered based on the condition and availability of existing pavement and base material and the recommended pavement section included in the Geotechnical Engineering Report. It is understood that Kimley-Horn will provide full bid and construction phase services for the City after completion of the final design package. At the conclusion of construction, Kimley-Horn will develop record drawings using redlines, as-built and in the field conditions, provided by the Contractor.

BASE SCOPE OF SERVICES

The below tasks outline the detailed base scope of services to be completed by Kimley-Horn based on our understanding of the project. Also attached with this proposal is a project work plan that details out the tasks to be performed and expected level of effort along with scope and fee proposals provided by our sub-consultant partners.

Task 1: Project Management

1. Project Management
 - Including invoicing with description of services performed. Approximate schedule from Notice to Proceed (NTP) to completion of bid phase services is estimated at 12-months.
2. Subcontract Management
 - Prepare subconsultant contracts for survey and geotechnical services
 - Subconsultant invoicing
 - Coordination of scope of work with subconsultants
3. Conduct internal design kick-off meeting
4. General design coordination with Kimley-Horn design team
5. General design coordination with City staff

Task 2: Data Collection

Topographic Survey Services (McGray & McGray)

1. Obtain detailed topographic survey to produce a digital terrain model (DTM) for survey limits identified in Attachment 2. This includes a Right-of-Way (ROW) to ROW survey with all improvements along Robin Hood Way, Sherlock Lane, and Nottinghamshire, and limited extensions on Ware Seguin Road and side streets including Guy Guisborne, Will Cloudsley, and Maid Marian. This topographic survey includes the following scope:
 - Cross sections at 50-foot intervals (ROW/top of curb/gutter/center line and/or striped line).
 - Cross sections at 50-foot intervals along drainage channels as noted in survey limits attachment.
 - Obtain elevations in grid style format at all intersections.
 - Locate and pick up noticeable sags/crests that do not follow the normal terrain.
 - Locate and pick up all irrigation control boxes, note presence of irrigation if visible.
 - Pick up curbing, flatwork, wheelchair ramps, driveway cuts, roadway pavement limits, striping, and signage.
 - Call "One Call", pick up utility locates and all visible utility appurtenances. Include water and sewer locates, including sanitary sewer manholes. For sanitary sewer manholes, notate pipe sizes and flow direction.
 - Locate and pick up all drainage infrastructure within project limits, including pipe sizes and flow direction.
 - Pick up all utility poles and guy wires. For each utility pole, obtain a spot shot on each side of the pole so diameter can be verified.
 - Locate and pick up all trees in the right-of-way and describe size and type (3" diameter and above).
 - Pick up any visible monumentation, apparent ROW, and available property pins to show ROW on files.
 - Provide primary and secondary project control outside of the construction footprint
 - Surveying to be performed in English Units – US Survey Feet, NAD 83 South Central Texas, using a surface coordinate system.
 - Prepare DTM.
 - Prepare project control sheet signed and sealed by Texas Licensed RPLS.
2. Design team survey review
 - Complete necessary site visits to review topographic improvements included in survey and provide comments.
 - Review DTM and provide comments

- Coordinate final resolution of comments
- General survey cleanup to meet Kimley-Horn CAD standards

Geotechnical Engineering

3. Geotechnical Engineering Services (Terracon)
 - Field exploration including six (6) boring cores and nine (9) pavement cores. Exhibits depicting proposed soil boring and pavement core locations included in Attachment 3.
 - Complete laboratory testing as specified in subconsultant scope and fee proposal, included in Attachment 3
 - Develop geotechnical engineering report to include items as noted in Attachment 3
4. Coordinate pavement boring and coring plan and drilling operations with subconsultant
5. Review boring logs and draft engineering report
6. Coordinate proposed and final pavement sections with City

Task 3: 50% Design Phase

The following scope will be completed with the 50% Design Phase:

Utility Coordination

1. Obtain and review available utility records
2. Prepare utility base map for survey areas
3. General utility coordination with service providers
4. Prepare utility conflict/coordination matrix
5. Prepare utility conflict exhibits
6. Attend utility coordination meeting

General

7. Prepare exhibits and attend one (1) public meeting
8. Review/incorporate survey control data into plans
9. Prepare cover and index of sheets
10. Prepare general and project specific construction notes
11. Prepare horizontal alignment data sheets
12. Quantity takeoff and prepare master quantity summary
13. Prepare individual quantity summaries per street

Roadway – Intermediate Plan Development

14. Site visits
 - Review current conditions and delineate proposed improvements
15. Develop horizontal alignments for the following streets:
 - Ware Seguin Road (within survey limits at Robin Hood Way)
 - Robin Hood Way
 - Sherlock Lane
 - Nottingshire
16. Rehabilitation Limits – Prepare plan sheets with geometric improvements
 - Plan sheets will be prepared at 40-scale, estimated 16 plan sheets.
 - To also include Guy Guisborne, Will Cloudsley, and Maid Marian.
 - Geometric improvements will be limited to limits of flatwork replacement with approximate measurements. No vertical data will be included in rehabilitation plans.
 - Identify impacts to existing features within ROW that may require adjustment.

17. Design Limits – Develop existing profiles and cross sections
18. Design Limits – Prepare horizontal geometrics
19. Design Limits – Develop DRAFT proposed profile
20. Design Limits – Develop DRAFT proposed cross sections
21. Design Limits – Develop DRAFT grading at circle, knuckle-sac, and Nottinghamshire
22. Design Limits – DRAFT outfall and ditch grading (Robin Hood Way and Nottinghamshire)
23. Design Limits – Driveway design (est. 20 driveways)
24. Prepare project layout sheets
25. Design Limits – Prepare typical sections (exist/prop) (Robin Hood Way, Sherlock Lane, and Nottinghamshire) (with pavement details)
26. Design Limits – Prepare driveway summary sheet
27. Design Limits – Prepare plan and profile sheets
 - Plan sheets will be prepared at 40-scale, estimated at 7 plan sheets
 - Total estimated limits of design limits is approximately 2,000-linear feet, for the following limits:
 - o Circle on Robin Hood Way to Sherlock Lane
 - o Sherlock Lane from Robin Hood Way to 12804 Sherlock Lane
 - o Nottinghamshire from Ware Seguin Road to 7137 Nottinghamshire
28. Design Limits – Prepare grading layout sheets (est. 1 each at circle, knuckle-sac, Nottinghamshire)
29. Design Limits – Prepare outfall and ditch grading sheets (Robin Hood Way and Nottinghamshire) (est. 1 each)
30. Design Limits – Prepare cross section sheets (3 per sheet, est. 16 sheets)

Water Plan Sheets – Intermediate Plan Development

31. Conduct site visits to confirm alignments and conflicts. Review proposed profile.
32. Develop DRAFT alignments
33. Develop route exhibits
34. Alignment review meeting with City
35. Prepare water project layout sheet
36. Update water alignments
37. Prepare plan and profile sheets (40 scale, est. 20 sheets)
38. Prepare project specific details
39. Incorporate relevant construction standards

Traffic Plan Sheets – Intermediate Plan Development

40. Prepare signage and pavement markings sheet (Ware Seguin Road) (est. 1 sheet)
41. Prepare draft sequence of work and construction narrative
42. Prepare draft traffic control plan
 - Detailed traffic control plan will be limited to Ware Seguin Road
 - Traffic control standards will be utilized for protection and movement of traffic within Schertz Forest subdivision
43. Prepare detour layout (Ware Seguin Road)

SW3P Plan Sheets – Intermediate Plan Development

44. Develop SW3P narrative
45. Prepare SW3P layouts (full limits) (100 scale, est. 6 sheets)

Miscellaneous

46. Update OPCC
47. Complete internal QC/QA for 50% submittal
48. Design team address internal 50% QC/QA comments
49. Compile and deliver 50% submittal package

Task 4: Final Design Phase

The following scope will be completed with the Final Design Phase:

1. Attend 50% design review meeting with City
2. Provide response to 50% comments to City
3. Conduct final site visits

Utility Coordination

4. Utility Coordination – Finalize utility conflict matrix

General

5. Finalize general sheets

Roadway Plan Sheets

6. Rehabilitation Limits – Finalize plan sheets
7. Rehabilitation Limits – Prepare miscellaneous details
8. Design Limits – Finalize horizontal geometrics
9. Design Limits – Finalize roadway design
10. Design Limits – Finalize roadway plan sheets
11. Design Limits – Prepare miscellaneous details
12. Incorporate relevant construction standards

Water Plan Sheets

13. Finalize design
14. Finalize construction details

Traffic and SW3P Plan Sheets

15. Finalize traffic plan sheets
16. Finalize SW3P plan sheets

Contract Documents

17. Coordination with Purchasing Department for contract development
18. Prepare table of contents and invitation to bidders document
19. Prepare bid schedule
20. Prepare supplemental conditions
 - Include applicable governing specifications, special specifications, supplemental specifications, and special provisions
21. Prepare owner and contractor agreement
22. Assemble draft project manual

Miscellaneous

23. Finalize quantities and OPCC
24. Internal QC/QA of final design plans

25. Prepare and deliver FINAL construction documents package

Task 5: Bid Phase Services

1. Finalize project manual
2. Assist City with project advertising
3. Prepare agenda and attend pre-bid meeting
4. Prepare pre-bid meeting notes
5. Prepare and issue addenda
6. Attend bid opening
7. Review Contractor qualifications and evaluate submitted bids
8. Prepare bid tabulation and low bid comparison with Engineer's OPCC
9. Prepare contract award recommendation letter
10. Prepare conformed documents

Task 6: Construction Phase Services

The following scope of services will be completed for the construction phase, assuming an 8-month construction schedule:

1. Attend pre-construction meeting
2. Review applicable shop drawings and material submittals
 - 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.
3. Review and respond to Contractor requests for information (RFIs)
 - 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.
4. Review and respond to Contractor change order proposals as requested by City
 - Kimley-Horn will review up to three (3) change orders or requests for proposals requested by the City.
5. Attend and conduct monthly construction progress meeting
 - Prepare agenda and meeting minutes for each meeting, documenting follow up action items.
6. Perform construction site visits for estimated duration of construction, assuming two site visits per month
 - 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.

7. Prepare monthly construction observation reports
8. Review monthly Contractor pay application and recommend action to City
9. Complete substantial and final completion walkthrough with City staff
 - 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.
10. Issue Final notice of acceptability of work
 - 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.

Task 7: Project Closeout

The following scope of services will be completed for the project closeout phase:

1. Prepare As-Built/Record Drawings
 - As-Built/Record Drawings will be based on "red-lined" made available to Kimley-Horn, to include an accurate depiction of improvements provided by the Contractor and as-constructed on the project site.
2. Address one (1) round of City comments
3. Finalize and submit as-built drawings
 - Both .pdf and CADD (.dwg) files will be provided with final deliverable.

Task 8: Reimbursable Project Expenses

1. Mileage for site visits
 - Estimated total of 40 site visits for design and construction

*Mileage to be reimbursed based on the 2025 standard business mileage rate of 70 cents per mile.

SUPPLEMENTAL SCOPE OF SERVICES

The below tasks outline the supplemental service items included in this proposal, should they be needed or requested by the City:

Task S-1: Subsurface Utility Engineering (SUE)

1. Provide Quality Level (QL)-B (“designating”) and QL-A services
 - Complete QL-B services at proposed test hole locations
 - o Non-toneable utilities, including utilities without a tracer wire, may not be designated
 - o Utilities beneath stockpiled/stored materials/supplies may not be designated
 - o Effort includes up to eight (8) hours of utility designating
 - Complete up to seven (7) testholes (QL-A)
 - o Excavate by air/vacuum excavation at locations identified
 - o Effort includes up to four (4) days of sub-surface utility locating
 - Provide test hole data reports
 - Field mark and provide field sketches of utilities detected at test hole locations
 - Survey in QL-B/A locations
 - o Effort includes up to one (1) day of survey
 - Provide traffic control for SUE services
 - o Effort includes up to four (4) days of traffic control services

SUE services provided by a sub-consultant to Kimley-Horn will be completed on a time and material basis. Only services utilized by SUE sub-consultant will be invoiced.

2. Subcontract management and coordination
3. Prepare test hole exhibit/KMZ
4. Review SUE data
5. Update utility base file

Services provided by Kimley-Horn under this supplemental task will be completed on a lump sum basis.

ASSUMPTIONS AND EXCLUSIONS

The following items list assumptions made that serve as a basis for development of the above referenced scope of work and proposed fee included in the attached project work plan:

ASSUMPTIONS

- TxDOT permits will not be required for this project.
- Contractor will provide necessary TCP design drawings for areas not provided by Kimley-Horn, as indicated in the base scope of work
- Material testing and inspection services will be completed by the City.
- A total design schedule of 12-months and construction schedule of 8 months is anticipated for this project.
- Rehabilitation plans will be mostly complete at the conclusion of the 70% design phase
- Drainage improvements will be limited to the outfalls/roadside ditches flumes noted in the base scope of services. Hydrology and Hydraulic design will not be completed, the intent is to grade the project and parkway to drain.
- One round of combined City comments will be addressed at each design milestone
- City will utilize qualified low bid method for this project

EXCLUSIONS

The following tasks have been excluded from the basic scope services and requested design fee, but can be completed by Kimley-Horn as an additional service should the project require or City need that service.

- Topographic survey for areas not identified in Attachment 2
- Detailed roadway design services for the complete project corridor. Design limits are as specified in the scope of work and Attachment 2.
- Detailed drainage design services to include Hydrology and Hydraulics and storm drain design
- TDLR plan review, registration and inspection
- Design milestones in addition to what is proposed for this project
- Additional round of comments to what is specified.
- Resident Project Representative (RPR)
- Any other services not listed in the basic scope of services or project work plan.

SCHEDULE

Upon approval by City staff and Council and issuance of NTP, Kimley-Horn proposes to complete the data collection, design and bid phases of this project at the following schedule:

- Data Collection and 50% Design Phase – 195 calendar days
 - Data Collection – 90 days
 - Design – 90 days
 - City Review – 15 days
- Final Design Phase – 60 calendar days
- Bid Phase – 55 calendar days
 - Finalize Project Manual – 10 days
 - Typical Bidding Phase – 30 days
 - Evaluation and Council Approval – 15 days

FEE AND BILLING

In accordance with the below fee summary table, Kimley-Horn will perform the above outlined base scope of services, including subconsultant services and project expenses, for a lump sum fee not to exceed **\$668,426.56**. Supplemental Services in the amount of \$22,590.00 has been included and will be billed as referenced in the scope section of this proposal. Kimley-Horn will proceed forward with supplemental services upon formal approval and authorization from the City. The total contract amount proposed for this project, including base and supplemental services, is an amount not to exceed **\$691,016.56**. The following fee summary table outlines the proposed fee by task for both base and supplemental services:

Task	Description of Service	Amount	Basis of Compensation
BASIC SERVICES			
1	Project Management	\$ 50,665.00	[Lump Sum]
2	Data Collection	\$ 126,396.56	[Lump Sum]
3	50% Design Phase	\$ 248,305.00	[Lump Sum]
4	Final Design Phase	\$ 127,940.00	[Lump Sum]
5	Bid Phase Services	\$ 25,760.00	[Lump Sum]
6	Construction Phase Services	\$ 75,100.00	[Lump Sum]
7	Project Closeout	\$ 12,580.00	[Lump Sum]
8	Reimbursable Project Expenses	\$ 1,680.00	[Lump Sum]
TOTAL COMPENSATION (BASIC SERVICES)		\$ 668,426.56	
SUPPLEMENTAL SERVICES			
S-1	Subsurface Utility Engineering (SUE)	\$ 22,590.00	[See Proposal]
TOTAL COMPENSATION (SUPPLEMENTAL SERVICES)		\$ 22,590.00	
TOTAL COMPENSATION (BASIC + SUPPLEMENTAL SERVICES)		\$ 691,016.56	

Kimley-Horn will submit invoices to the City on a monthly basis for services performed. Each invoice will include a summary of work completed for the corresponding month.

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 – Survey Limits with Full Design Limits
- 3 – Subconsultant Scope and Fee Proposals
 - Topographic Survey Services
 - Geotechnical Engineering Services
 - SUE Services

Project Name:	Schertz Forest Rehabilitation and Water Line Improvements On-Call Engineering Services, Task Order - 01
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	1/27/2025
CoS Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer III	Staff Engineer II	Staff Engineer I	Accountant	Admin		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
Proposed Staff Rates	\$ 305.00	\$ 290.00	\$ 285.00	\$ 190.00	\$ 160.00	\$ 150.00	\$ 140.00	\$ 150.00	\$ 115.00				
Task to be performed/Phase Description (including Sub-consultant work)											Total Hours		
BASIC SERVICES													
1 Project Management	0	94	17	58	2	18	2	16	16	223	\$ 50,665.00	\$ -	\$ 50,665.00
1.1 Project Management		36						16	16	68	\$ 14,680.00		
1.2 Subcontract Management and Coordination		12		16		16				44	\$ 8,920.00		
1.3 Internal design kick-off meeting		2	1	4	2	2	2			13	\$ 2,525.00		
1.4 Internal design coordination		18	8	18						44	\$ 10,920.00		
1.5 General coordination with City staff		26	8	20						54	\$ 13,620.00		
2 Data Collection	1	7	0	10	10	20	20	0	0	68	\$ 11,635.00	\$ 114,761.56	\$ 126,396.56
Survey										0	\$ -		
2.1 Topographic Survey Services (McGray & McGray Land Surveyors)										0	\$ -	\$ 92,113.56	
2.2 Survey review (including site visit)	1			4	8	20	20			53	\$ 8,145.00		
Geotechnical Engineering										0	\$ -		
2.3 Geotechnical Engineering Services (Terracon)										0	\$ -	\$ 22,648.00	
2.4 Coordinate pavement boring plan, coring plan, and drilling operations		2		3						5	\$ 1,150.00		
2.5 Review boring logs and draft engineering report, meet with subconsultant to discuss		3			2					5	\$ 1,190.00		
2.6 Coordinate proposed pavement sections with City		2		3						5	\$ 1,150.00		
3 50% Design Phase	12	75	37	249	118	472	535	0	4	1502	\$ 248,305.00	\$ -	\$ 248,305.00
Utility Coordination													
3.1 Obtain and review available utility records			1	3			10			14	\$ 2,255.00		
3.2 Prepare utility base map for survey area		2		8			24			34	\$ 5,460.00		
3.3 General utility coordination with service providers		4	2	8		8				22	\$ 4,450.00		
3.4 Prepare utility conflict/coordination matrix		2		2	8					12	\$ 2,240.00		
3.5 Prepare utility conflict exhibits		1		4			16			21	\$ 3,290.00		
3.6 Attend utility coordination meeting		2	2		2					6	\$ 1,470.00		
General													
3.7 Prepare exhibits and attend public meeting		4		8			8			20	\$ 3,800.00		
3.8 Review/incorporate survey control data into plans				2			2			4	\$ 660.00		
3.9 Prepare cover and index of sheets				1			8			9	\$ 1,310.00		
3.10 Prepare general construction notes		3		8			10			21	\$ 3,790.00		
3.11 Prepare horizontal alignment data sheets				1			3			4	\$ 610.00		
3.12 Quantity takeoff and prepare master quantity summary sheet		3	2	8	4	20	16			53	\$ 8,840.00		
3.13 Prepare individual quantity summaries (per street)		1		2		8	12			23	\$ 3,550.00		
Roadway Plan Sheets													
3.14 Site visits to review current conditions and delineate proposed improvements		4		8			8			20	\$ 3,800.00		
3.15 Develop horizontal alignments (Survey Limits) (Ware-Seguin Road, Robin Hood Way, Sherlock Lane, Nottinghamshire)		1		2			12			15	\$ 2,470.00		
3.16 Rehab Limits - Prepare plan sheets with geometric improvements (40 scale, est. 16 sheets)		4		24		60	60			148	\$ 23,120.00		
3.17 Design Limits - Develop existing profiles and cross sections		2		8	32					42	\$ 7,220.00		
3.18 Design Limits - Prepare horizontal geometrics		2		8		16				26	\$ 4,500.00		
3.19 Design Limits - Develop DRAFT proposed profile		4		10	24	32				70	\$ 11,700.00		
3.20 Design Limits - Develop DRAFT proposed cross sections										0	\$ -		
3.21 Design Limits - Develop DRAFT grading at circle, knuckle-sac, and Nottinghamshire		2		4	16					22	\$ 3,900.00		
3.22 Design Limits - DRAFT outfall and ditch grading (Robin Hood Way and Nottinghamshire)		1		4	8					13	\$ 2,330.00		
3.23 Design Limits - Driveway design (est. 20 driveways)		2		4		16				22	\$ 3,740.00		
3.24 Prepare project layout sheets				2			12			14	\$ 2,060.00		
3.25 Design Limits - Prepare Typical Sections (Existing/Proposed) (per Robin Hood Way, Sherlock Lane, and Nottinghamshire) (with Pavement Details)		2		4		16	16			38	\$ 5,980.00		
3.26 Design Limits - Prepare driveway summary sheet				2		4	2			8	\$ 1,260.00		
3.27 Design Limits - Prepare plan and profile sheets (40 scale, est. 7 sheets)		4		14		30	40			88	\$ 13,920.00		

Project Name:	Schertz Forest Rehabilitation and Water Line Improvements On-Call Engineering Services, Task Order - 01
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	1/27/2025
CoS Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

	Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer III	Staff Engineer II	Staff Engineer I	Accountant	Admin		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
	Proposed Staff Rates	\$ 305.00	\$ 290.00	\$ 285.00	\$ 190.00	\$ 160.00	\$ 150.00	\$ 140.00	\$ 150.00	\$ 115.00				
	Task to be performed/Phase Description (including Sub-consultant work)										Total Hours			
3.28	Design Limits - Prepare grading layout sheets (est. 1 each at circle, knuckle-sac, Nottinghamshire)		2		3		8	12			25	\$ 4,030.00		
3.29	Design Limits - Prepare outfall and ditch grading sheets (Robin Hood Way and Nottinghamshire) (est. 1 each)		1		2		4	12			19	\$ 2,950.00		
3.30	Design Limits - Prepare cross section sheets (3 per sheet, est. 16 sheets)		2		4		8	16			30	\$ 4,780.00		
	Water Plan Sheets													
3.31	Site visit to review alignment options and utility conflicts			6	8		8				22	\$ 4,430.00		
3.32	Develop DRAFT alignments			3	8		16				27	\$ 4,775.00		
3.33	Develop route exhibits		1	4	8		16	16			45	\$ 7,590.00		
3.34	Alignment review meeting with City		2		2		4				8	\$ 1,560.00		
3.35	Prepare water project layout			1	2		2	8			13	\$ 2,085.00		
3.36	Update water alignments			2	4		10				16	\$ 2,830.00		
3.37	Prepare plan and profile sheets (40 scale, est. 20 sheets)			10	20		80	100			210	\$ 32,650.00		
3.38	Prepare project specific details			1	2		6	4			13	\$ 2,125.00		
3.39	Incorporate relevant construction standards			1	1		4	4			10	\$ 1,635.00		
	Traffic Plan Sheets													
3.40	Signage and Pavement Markings (Ware-Seguin Road) (est. 1 sheet)		1		1		4	4			10	\$ 1,640.00		
3.41	Prepare draft sequence of work and construction narrative		1		1	4		2			8	\$ 1,400.00		
3.42	Prepare draft traffic control plan (Ware-Seguin Road)		2		4		12				18	\$ 3,140.00		
3.43	Prepare detour layout (Ware-Seguin Road)		1		2			8			11	\$ 1,790.00		
	SW3P Plan Sheets													
3.44	Develop SW3P Narrative		1		2	4		4			11	\$ 1,870.00		
3.45	SW3P Layout (full limits) (100 scale, est. 6 sheets)		4		8		12	40			64	\$ 10,080.00		
	Miscellaneous													
3.46	Prepare OPCC		2		4		8				14	\$ 2,540.00		
3.47	QC/QA 50% Submittal	12									12	\$ 3,660.00		
3.48	Address internal QC/QA comments		4	2	10	16	40	50			122	\$ 19,190.00		
3.49	Compile and deliver 50% submittal package		1		4		8	8		4	25	\$ 3,830.00		
4	Final Design Phase	6	63	12	142	52	242	218	0	20	755	\$ 127,940.00	\$ -	\$ 127,940.00
4.1	50% design review meeting with City		2		2		2				6	\$ 1,260.00		
4.2	Provide response to City 50% comments		5		8	12					25	\$ 4,890.00		
4.3	Final site visits		2		6		6				14	\$ 2,620.00		
	Utility Coordination													
4.4	Utility Coordination - Finalize conflict matrix		2		4	4					10	\$ 1,980.00		
	General													
4.5	Finalize general sheets		2		4		12	20			38	\$ 5,940.00		
	Roadway Plan Sheets													
4.6	Rehab Limits - Finalize plan sheets		4		12		24	30			70	\$ 11,240.00		
4.7	Rehab Limits - Prepare miscellaneous details		1		1		10				12	\$ 1,980.00		
4.8	Design Limits - Finalize horizontal geometrics		1		4		12				17	\$ 2,850.00		
4.9	Design Limits - Finalize roadway design		6		10	20					36	\$ 6,840.00		
4.10	Design Limits - Finalize roadway plan sheets		12		24	12	40	50			138	\$ 22,960.00		
4.11	Design Limits - Prepare miscellaneous details				2		4	4			10	\$ 1,540.00		
4.12	Incorporate relevant construction standards		1		1		4	4			10	\$ 1,640.00		
	Water Plan Sheets													
4.13	Finalize design and construction plans		2	10	20		48	60			140	\$ 22,830.00		
4.14	Finalize construction details		1		4		8	16			29	\$ 4,490.00		
	Traffic and SW3P Plan Sheets													
4.15	Finalize Traffic Plan Sheets		1		2	2	8	8			21	\$ 3,310.00		
4.16	Finalize SW3P Plan Sheets		1		2	2	8	8			21	\$ 3,310.00		
	Contract Documents													
4.17	Coordination with Purchasing Department for contract development				2						2	\$ 380.00		
4.18	Prepare table of contents and invitation to bidders document				1		4				5	\$ 790.00		

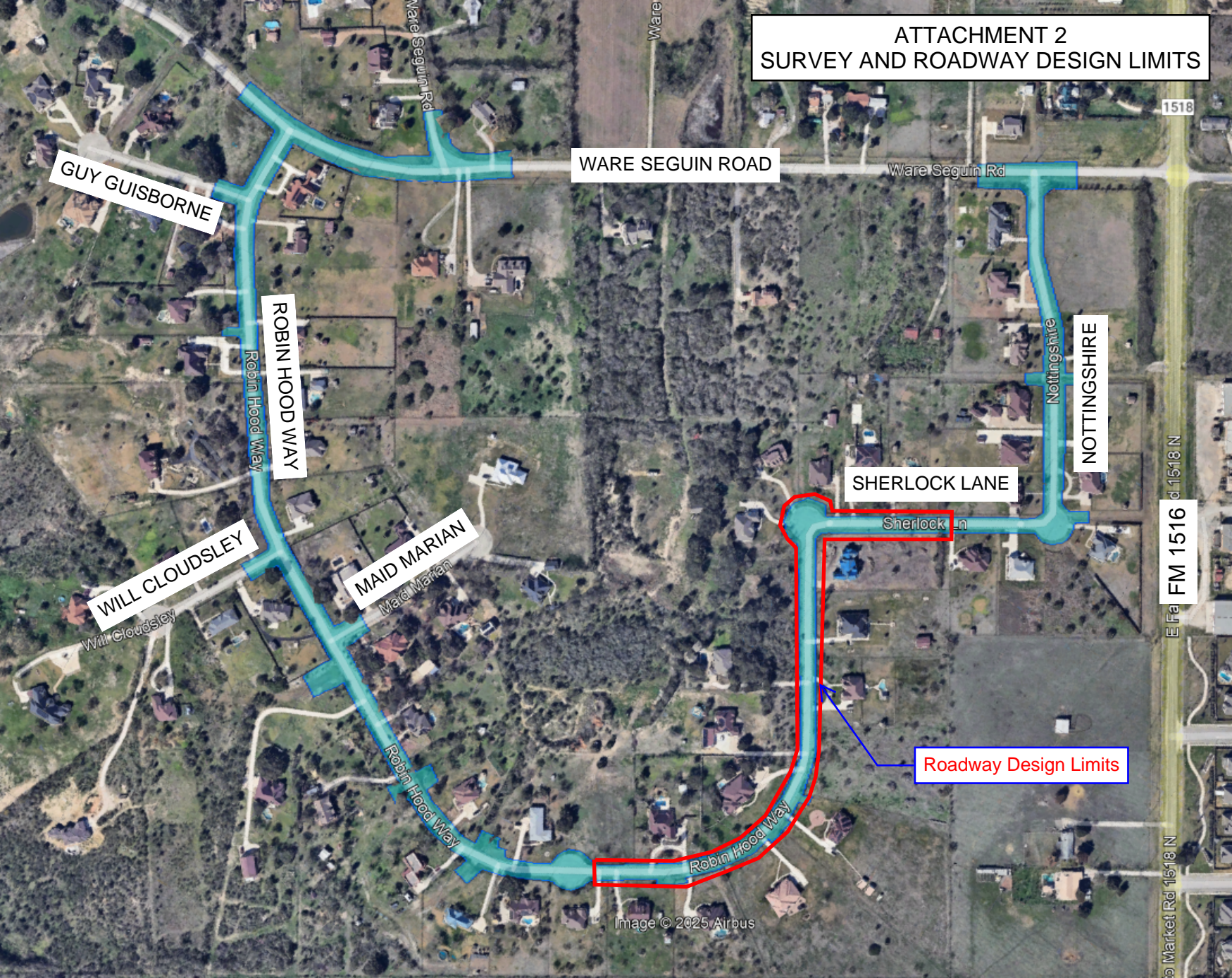
Project Name:	Schertz Forest Rehabilitation and Water Line Improvements On-Call Engineering Services, Task Order - 01
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	1/27/2025
CoS Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

	Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer III	Staff Engineer II	Staff Engineer I	Accountant	Admin		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
	Proposed Staff Rates	\$ 305.00	\$ 290.00	\$ 285.00	\$ 190.00	\$ 160.00	\$ 150.00	\$ 140.00	\$ 150.00	\$ 115.00				
	Task to be performed/Phase Description (including Sub-consultant work)										Total Hours			
4.19	Prepare bid schedule		1		1		6				8	\$ 1,380.00		
4.20	Prepare supplemental conditions (includes governing specs, special specs, supp specs & special provisions)		5		10		16				31	\$ 5,750.00		
4.21	Prepare owner and contractor agreement				2						2	\$ 380.00		
4.22	Assemble draft project manual		4	2	8		12			12	38	\$ 6,430.00		
	Miscellaneous													
4.23	Finalize Quantities and OPCC		4		8		10	10			32	\$ 5,580.00		
4.24	QC/QA Final Submittal	6	4								10	\$ 2,990.00		
4.25	Prepare and deliver Final construction documents package		2		4		8	8		8	30	\$ 4,580.00		
5	Bid Phase Services	0	23	2	29	0	56	28	0	6	144	\$ 25,760.00	\$ -	\$ 25,760.00
5.1	Finalize Project Manual		3		6		16				25	\$ 4,410.00		
5.2	Assist City with project advertising		3								3	\$ 870.00		
5.3	Prepare agenda and attend pre-bid meeting		2	2	4		4				12	\$ 2,510.00		
5.4	Prepare pre-bid meeting notes		1		1		2				4	\$ 780.00		
5.5	Prepare and issue addenda		4		8		16	16			44	\$ 7,320.00		
5.6	Attend bid opening		2								2	\$ 580.00		
5.7	Contractor qualification and bid evaluation		2		2		4				8	\$ 1,560.00		
5.8	Prepare bid tabulation		1		1					6	8	\$ 1,170.00		
5.9	Prepare contract award recommendation letter		1		1		2				4	\$ 780.00		
5.10	Prepare conformed documents		4		6		12	12			34	\$ 5,780.00		
6	Construction Phase Services	0	66	0	154	0	178	0	0	0	398	\$ 75,100.00	\$ -	\$ 75,100.00
6.1	Attend pre-construction meeting		3		3		3				9	\$ 1,890.00		
6.2	Review shop drawings and material submittal		16		24		40				80	\$ 15,200.00		
6.3	Review and respond to Contractor RFIs		12		30		30				72	\$ 13,680.00		
6.4	Review and respond to Contractor change order proposals (est. 3)		3		9		12				24	\$ 4,380.00		
6.5	Monthly construction progress meeting (prepare agenda and minutes) (est. 8 months)		12		32		32				76	\$ 14,360.00		
6.6	Construction site visits (est. 8 Months, two per month)		8		40		32				80	\$ 14,720.00		
6.7	Prepare monthly construction observation reports (est. 8)		4		8		12				24	\$ 4,480.00		
6.8	Review monthly contractor pay applications		3		4		12				19	\$ 3,430.00		
6.9	Substantial/Final Completion Walk-Through		4		4		4				12	\$ 2,520.00		
6.10	Issue Final notice of acceptability of work		1				1				2	\$ 440.00		
7	Project Closeout	0	4	0	10	0	20	40	0	8	82	\$ 12,580.00	\$ -	\$ 12,580.00
7.1	Prepare As-Built/Record Drawings		4		10		20	40		8	82	\$ 12,580.00		
8	Reimbursable Project Expenses										0	\$ 1,680.00	\$ -	\$ 1,680.00
8.1	Mileage for site visits (est. 40 site visits, design and construction)											\$ 1,680.00	\$ -	
	Total Hours (Basic Services):	19	332	68	652	182	1006	843	16	54	3172			
	Total Fee (Basic Services):											\$ 553,665.00	\$ 114,761.56	\$ 668,426.56

Project Name:	Schertz Forest Rehabilitation and Water Line Improvements On-Call Engineering Services, Task Order - 01
Design Firm:	Kimley-Horn and Associates, Inc.
Date Proposal Submitted:	1/27/2025
CoS Project Manager:	John Nowak, PE
Kimley-Horn Project Manager:	Stephen Aniol, PE

Position/Personnel Title	QA/QC Manager	Sr. Project Manager	Senior Civil Engineer	Civil Engineer	Staff Engineer III	Staff Engineer II	Staff Engineer I	Accountant	Admin		Consultant Fee Total	Sub-Consultant Fee Total	Fee Total
Proposed Staff Rates	\$ 305.00	\$ 290.00	\$ 285.00	\$ 190.00	\$ 160.00	\$ 150.00	\$ 140.00	\$ 150.00	\$ 115.00				
Task to be performed/Phase Description (including Sub-consultant work)										Total Hours			
SUPPLEMENTAL SERVICES													
S-1 Subsurface Utility Engineering (SUE)	0	4	0	9	4	12	0		0	29	\$ 5,310.00	\$ 17,280.00	\$ 22,590.00
S1.1 Subsurface Utility Engineering (SUE) Services (QL-A/QL-B)										0	\$ -	\$ 17,280.00	
S1.2 Subcontract management and coordination		2		4				4		10	\$ 1,340.00		
S1.3 Prepare pothole exhibit/KMZ		1			4					5	\$ 930.00		
S1.4 Review SUE data		1		3						4	\$ 860.00		
S1.5 Update utility base file				2		12				14	\$ 2,180.00		
Total Hours (Supplemental Services):	0	4	0	9	4	12	0		0	29			
Total Fee (Supplemental Services):											\$ 5,310.00	\$ 17,280.00	\$ 22,590.00
TOTAL FEE (Basic + Supplemental Services):											\$ 558,975.00	\$ 132,041.56	\$ 691,016.56

**ATTACHMENT 2
SURVEY AND ROADWAY DESIGN LIMITS**



GUY GUIBORNE

WARE SEGUIN ROAD

1518

ROBIN HOOD WAY

NOTTINGSHIRE

SHERLOCK LANE

WILL CLOUDSLEY

MAID MARIAN

Roadway Design Limits

E Fa FM 1516

1518 N

McGRAY & McGRAY LAND SURVEYORS, INC.

3301 HANCOCK DRIVE, SUITE 6
AUSTIN, TEXAS 78731
[512] 451-8591 FAX [512] 451-8791

ATTACHMENT 3
SUBCONSULTANT PROPOSAL
SURVEY

TRANSMITTAL

TO: Kimley-Horn
Attn: Stephen Aniol, P.E.
10101 Reunion Place
Suite 400
San Antonio, TX 78216

DATE: November 14, 2024

FROM: Patsy Trevino for Chris Conrad

RE: Revised Proposal for Topographic
Surveying Services for the Schertz
Forest Roadway and Water Line
Improvements Project, Schertz, Texas

PHONE: (210) 321-3404

EMAIL: Stephen.Aniol@kimley-horn.com

WE ARE SENDING YOU X Attached _____ Under separate cover the following items:

COPIES

DESCRIPTION

1 Revised Proposal

For Your Approval

For Your Information

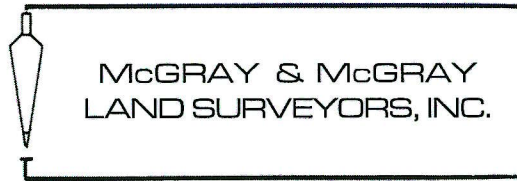
As Requested

For Review and Comment

REMARKS: Thank you,
Chris
TBPELS Survey Firm #10095500

SENT VIA: Delivery Service FedEx Mail Fax Email Other:

If you received this message incomplete or illegible, or if enclosures are not as noted, please notify us at once



November 14, 2024

Stephen Aniol, P.E.
Kimley-Horn
10101 Reunion Place
Suite 400
San Antonio, TX 78216
(210) 321-3404

VIA EMAIL:
Stephen.Aniol@kimley-horn.com

RE: Revised Proposal for Topographic Surveying Services for the Schertz Forest Roadway and Water Line Improvements Project, Schertz, Texas

Dear Mr. Aniol:

We appreciate the opportunity to present you with this revised proposal for the above referenced project. The following represents our understanding of the area to survey and scope of services. Our fee proposal follows.

Survey Limits (Within Right-of-Way):

1. The following streets as highlighted in "RED" on attached Exhibit "A":

- Ware-Seguin Road (3 locations) - **1,340 L.F.**
- Robinhood Way - **4,255 L.F.**
- Sherlock Lane - **735 L.F.**
- Nottinghamshire - **1,040 L.F.**
- Guy Guisborne - **100 L.F.**
- Will Cloudsley - **100 L.F.**
- Maid Marian - **100 L.F.**

A total of **7,670 L.F.** of roadway.

2. Topographic survey of ten (10) swales, for a total of **650 L.F.**

Survey Control:

- All data will be provided using the Texas State Plane, Horizontal data being based on NAD83, and Vertical data based on NAVD88 coordinate system, South Central Zone, with all coordinates in Grid. A Grid to Surface Scale factor will be noted.

Scope of Services:

Design Surveying Services

1. Elevations shall be obtained at of a maximum of 50-foot intervals, along with break lines as required, to provide a digital topographic design file at 1-foot contour intervals. The cross section will be between the apparent right-of-way lines.
2. Locate and identify all above ground features within the survey limits including buildings, fences, mailboxes, sidewalks, driveways, guardrails, signs, telecom boxes, visible utilities, utility poles, manholes, water valves with top of nut elevations, and water meters.
3. Identify types of existing pavement surfaces for streets, sidewalks and driveways. Locate and identify existing traffic signals including base, street signs and control boxes.
4. Locate sufficient monumentation to define the right-of-way lines.
5. Trees that are 3-inches, and larger, in diameter shall be measured, identified and tagged with a point number.

Deliverables:

- A. An AutoCAD Civil3D (ver. 2024) drawing file using Kimley-Horn CAD Standards.
- B. The units of the drawing file shall be U.S. survey feet.

Fees:

Design Surveying Services (Non-Taxable):

2 Man Crew:	245 hrs @	\$190.00 /hr.= \$	46,550.00
Field Coordinator:	13 hrs @	\$91.35 /hr.= \$	1,187.55
Sr. Survey Tech:	125 hrs @	\$115.53 /hr.= \$	14,441.25
Survey Tech:	245 hrs @	\$95.38 /hr.= \$	23,368.10
LiDAR Terrestrial Scanner:	10 hrs @	\$100.00 /hr.= \$	1,000.00
Administrative/Clerical:	6 hrs @	\$85.97 /hr.= \$	515.82
RPLS:	14 hrs @	\$188.06 /hr.= \$	2,632.84
Project Manager:	12 hrs @	\$201.50 /hr.= \$	2,418.00
		TOTAL = \$	92,113.56

Once we receive notice to proceed, we will visit with you to establish a schedule for this project.

Thank you for including us on this project. We look forward to the opportunity to work with you. If you think we have omitted any service you require or misinterpreted your request, please let me or Joe Webber know.

Sincerely,



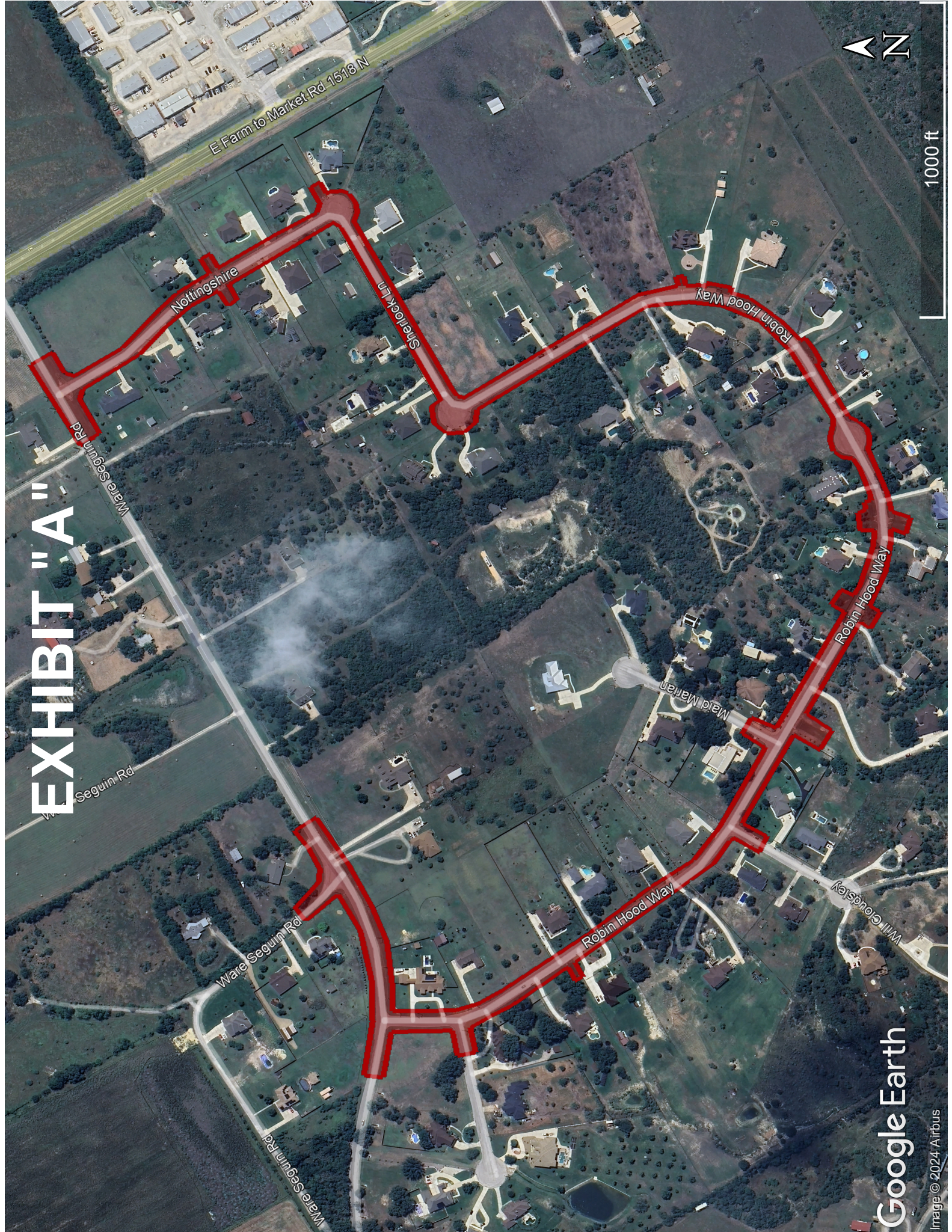
Chris I. Conrad, RPLS
Vice President
TBPELS Survey Firm #10095500

Authorized to Proceed by:

<hr/>	
Signature	Date
<hr/>	
Print	Name

CIC:JDW:klr:pft
Encl.

EXHIBIT "A"



E Farm to Market Rd 1518 N

Nottinghams

Sherlock Ln

Robin Hood Way

Robin Hood Way

Robin Hood Way

Will Goudsley

Maid Marian

Ware Seguin Rd

Seguin Rd

Ware Seguin Rd



1000 ft



6000 Northwest Parkway, Suite 100
 San Antonio, TX 78249
 P (210) 641-2112
Terracon.com

October 29, 2024

ATTACHMENT 3 SUBCONSULTANT PROPOSAL GEOTECH

Kimley-Horn and Associates Inc.
 10101 Reunion Place, Suite 400
 San Antonio, TX 78216

Attn: Mr. Chance Dyess, P.E.
 P: (210) 728 – 6947
 E: Chance.Dyess@kimley-horn.com

RE: Revised Proposal for Geotechnical Engineering Services
 Schertz Forest – Robin Hood Way Rehabilitation and New Water Main
 Robin Hood Way
 Schertz, Texas
 Terracon Proposal No. P90245308R

Dear Mr. Dyess:

We appreciate the opportunity to submit this proposal to Kimley-Horn and Associates Inc. to provide Geotechnical Engineering services for the above-mentioned project. The following are exhibits to the attached proposal.


Exhibit A	Project Understanding
Exhibit B	Scope of Services
Exhibit C	Compensation and Project Schedule
Exhibit D	Site Location
Exhibit E	Anticipated Exploration Plan

The proposed Scope of Services may be authorized by a Purchase Order referencing the existing Master Services Agreement (dated August 4, 2021). Services will be initiated upon acceptance of PO 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.

Sincerely,

Terracon
 (Firm Registration: TX F3272)


 Carlos Cotilla
 Staff Engineer


 Gregory P. Stieben, P.E.
 Senior Consultant

Proposal for Geotechnical Engineering Services

Schertz Forest – Robin Hood Way Rehabilitation and New Water Main – Option 2 | Schertz, Texas
 October 29, 2024 | Terracon Proposal No. P90245308R

Exhibit A – Project Understanding

Our Scope of Services is based on our understanding of the project as described below. We have not visited the project site to confirm the information provided. Aspects of the project, undefined or assumed, are highlighted as shown below. We request the design team verify all information prior to our initiation of field exploration activities.

Terracon previously provided a Geotechnical Report (Terracon Project No. 90215067, dated October 26, 2022) and a draft Geotechnical Report (Terracon Project No. 90235304, dated April 24, 2024) for the proposed reconstruction of Robin Hood Way. The findings in those reports may be used to supplement this new geotechnical study.

Planned Construction

Item	Description
Information Provided	We have been provided the site location and exploration locations by the Client.
Roadways	The project includes the rehabilitation of Robin Hood Way, approx. 4,000 LF. Additionally, a new 12” water main will be installed along Robin Hood Way. We understand the water line will be installed at a depth of about 10 to 15 feet below grade.
Pavements	Only flexible (asphalt) pavement sections will be considered.

Site Location and Anticipated Conditions

Item	Description
Parcel Information	The project is generally located along Robin Hood Way in Schertz, Texas.
Existing Improvements	Existing roadways.
Current Ground Cover	Asphalt.
Existing Topography	Unknown
Site Access	We expect the site, and all exploration locations, are accessible with our truck-mounted drilling equipment and support vehicles.

Proposal for Geotechnical Engineering Services

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Exhibit B - Scope of Services

Our proposed Scope of Services consists of field exploration, laboratory testing, and engineering/project delivery. These services are described in the following sections. The asphalt core observations and measurements from the previous Terracon Geotechnical Reports (Terracon Project No. 90215067, dated October 26, 2022) and draft Geotechnical Report (Terracon Project No. 90235304, dated April 24, 2024) will be used to supplement the rehabilitation recommendations for Robin Hood Way.

Field Exploration

Based on the Client’s request, the following field exploration is proposed:

Option 2

Number of Borings	Planned Boring Depth (feet) ¹	Number of Pavement Cores	Planned Location
6	20	9	Robin Hood Way

1. Below ground surface.

Boring Layout and Elevations: We will use handheld GPS equipment to locate borings with an estimated horizontal accuracy of +/-20 feet. Field measurements from existing site features may be utilized. If available, approximate elevations will be obtained by interpolation from a site specific, surveyed topographic map.

Subsurface Exploration Procedures: We will advance soil borings with a truck-mounted drill rig using continuous flight augers (solid stem and/or hollow stem, as necessary, depending on soil conditions). Five samples will be obtained in the upper 10 feet of each boring and at intervals of 5 feet thereafter. Soil sampling is typically performed using thin-wall tube and/or split-barrel sampling procedures. The split-barrel samplers are driven in accordance with the standard penetration test (SPT). The samples will be placed in appropriate containers, taken to our soil laboratory for testing, and classified by a Geotechnical Engineer. In addition, we will observe and record groundwater levels during drilling and sampling.

Our exploration team will prepare field boring logs as part of standard drilling operations including sampling depths, penetration distances, and other relevant sampling information. Field logs include visual classifications of materials observed during drilling and our interpretation of subsurface conditions between samples. Final boring logs, prepared from field logs, represent the Geotechnical Engineer's interpretation and include modifications based on observations and laboratory tests.

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Property Disturbance: We will backfill borings with auger cuttings after completion. Pavements are patched with cold-mix asphalt and/or ready-mixed concrete, as appropriate. Our services do not include repair of the site beyond backfilling our boreholes and patching existing pavements. Excess auger cuttings will be dispersed in the general vicinity of the borehole. Because backfill material often settles below the surface after a period, we recommend boreholes to be periodically checked and backfilled, if necessary. We can provide this service or grout the boreholes for additional fees at your request.

Safety

Terracon is currently not aware of environmental concerns at this project site that would create health or safety hazards associated with our exploration program; thus, our Scope considers standard OSHA Level D Personal Protection Equipment (PPE) appropriate. Our Scope of Services does not include environmental site assessment services, but identification of unusual or unnatural materials observed while drilling will be noted on our logs.

Exploration efforts require borings (and possibly excavations) into the subsurface, therefore Terracon will comply with local regulations to request a utility location service Texas811. We will consult with the landowner/client regarding potential utilities or other unmarked underground hazards. Based upon the results of this consultation, we will consider the need for alternative subsurface exploration methods as the safety of our field crew is a priority.

Private utilities should be marked by the owner/client prior to commencement of field exploration. Terracon will not be responsible for damage to private utilities not disclosed to us. Terracon will notify Texas811, a free utility location service, prior to our drilling program to help locate utilities within dedicated public utility easements. If underground utilities are known to exist on the site, Terracon should be notified so that we may review utility plans to help avoid the existing lines. Terracon cannot be responsible for utilities for which we are unaware or that are improperly located in the field. Location of private lines on the property is not part of the Texas 811 scope.

Site Access: Terracon must be granted access to the site by the property owner. By acceptance of this proposal, without information to the contrary, we consider this as authorization to access the property for conducting field exploration in accordance with the Scope of Services.

Laboratory Testing

The project engineer will review field data and assign laboratory tests to understand the engineering properties of various soil strata. Exact types and number of tests cannot be

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defined until completion of fieldwork, but we anticipate the following laboratory testing may be performed for the soil boring:

- Water content
- Percent Passing No. 200 sieve
- Atterberg limits
- Sulfate Tests
- CBR (1 test)
- Standard Proctor (1 test)
- Lime Series (1 test)

Note that the CBR, Proctor, and Lime Series test results from the previous study will also be used. Our laboratory testing program often includes examination of soil samples by an engineer. Based on the results of our field and laboratory programs, we will describe and classify soil samples in accordance with the Unified Soil Classification System (USCS).

Engineering and Project Delivery

The results of our field and laboratory programs will be evaluated, and a geotechnical engineering report will be prepared under the supervision of a licensed professional engineer. The geotechnical engineering report will provide the following:

- Boring and coring 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.
- Subgrade soil modification recommendations for pavement design.
- Existing pavement thickness.
- Pavement design recommendations in accordance with the City of Schertz design manual.
- Existing pavement rehabilitation options
- Lateral Earth Pressures for the new water main
- OSHA soil classification

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Exhibit C - Compensation and Project Schedule

Compensation

Based upon our understanding of the site, the project as summarized in Exhibit A, and our planned Scope of Services outlined in Exhibit B, our base fee is shown in the following table:

Task	Lump Sum Fee ¹
Subsurface Exploration, Laboratory Testing, Geotechnical Consulting and Reporting	\$22,648

1. Proposed fees noted above are effective for 60 days from the date of the proposal.

Our Scope of Services does not include services associated with site clearing, wet ground conditions, tree or shrub clearing, or repair of/damage to existing landscape. If such services are desired by the owner/client, we should be notified so we can adjust our Scope of Services.

Unless instructed otherwise, we will submit our invoice(s) to the address shown at the beginning of this proposal. If conditions are encountered that require Scope of Services revisions and/or result in higher fees, we will contact you for approval, prior to initiating services. A supplemental proposal stating the modified Scope of Services as well as its effect on our fee will be prepared. We will not proceed without your authorization.

Project Schedule

We developed a schedule to complete the Scope of Services based upon our existing availability and understanding of your project schedule. However, our schedule does not account for delays in field exploration beyond our control, such as weather conditions, delays resulting from utility clearance, permit delays, or lack of permission to access the boring locations. In the event the schedule provided is inconsistent with your needs, please contact us so we may consider alternatives.

Delivery on Client Portal	Schedule ^{1, 2}
Kickoff Call with Client	5 days after notice to proceed
Site Characterization	20 days after completion of field program

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Delivery on Client Portal	Schedule ^{1, 2}
Geotechnical Engineering	15 days after completion of laboratory testing
<ol style="list-style-type: none">1. Upon receipt of your notice to proceed we will activate the schedule component on Client Portal with specific, anticipated dates for the delivery points noted above as well as other pertinent events.2. Standard workdays. We will maintain an activities calendar within on Client Portal. The schedule will be updated to maintain a current awareness of our plans for delivery.	

Exhibit D – Site Location

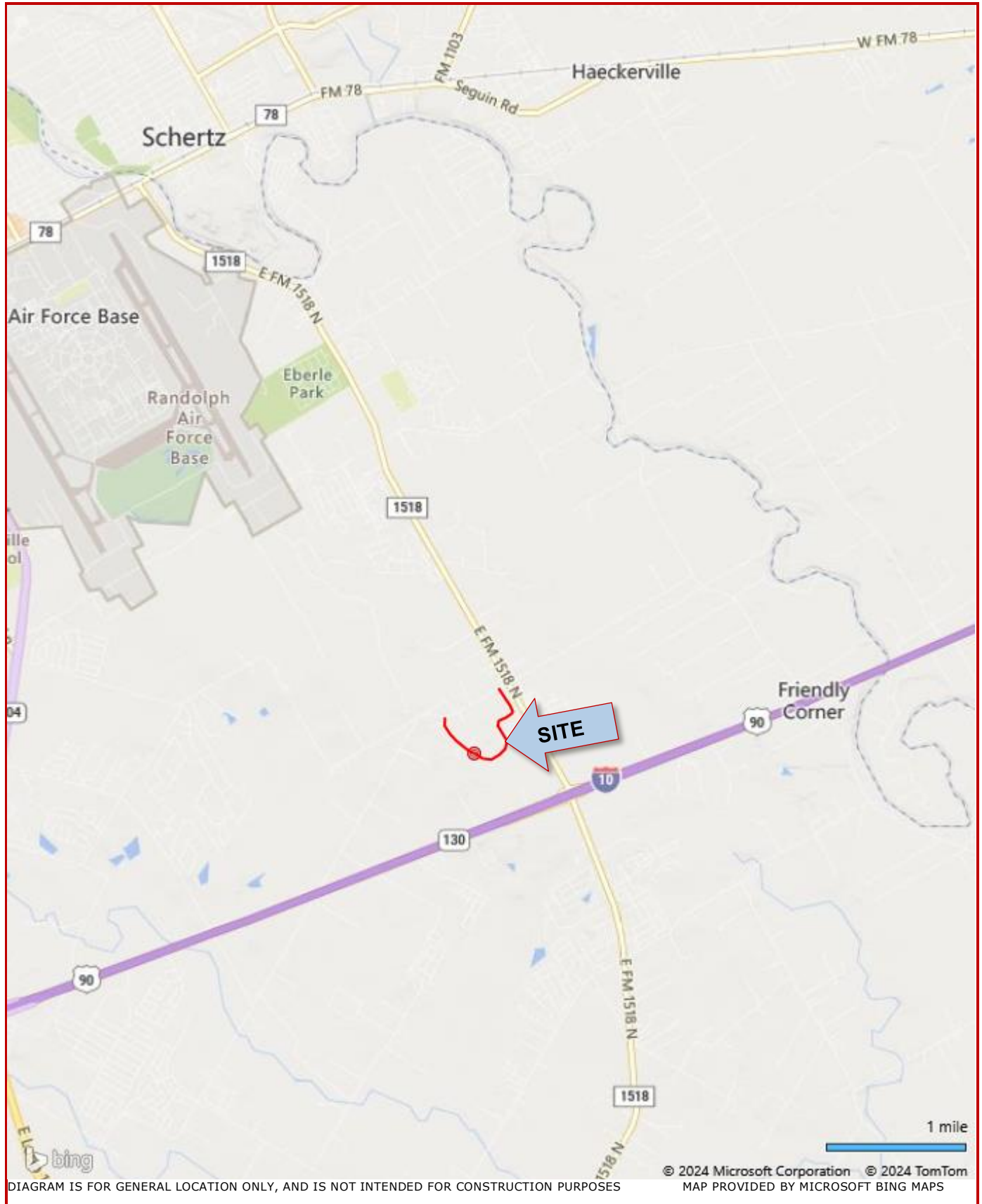


DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

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MAP PROVIDED BY MICROSOFT BING MAPS

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Exhibit E – Anticipated Exploration Plan

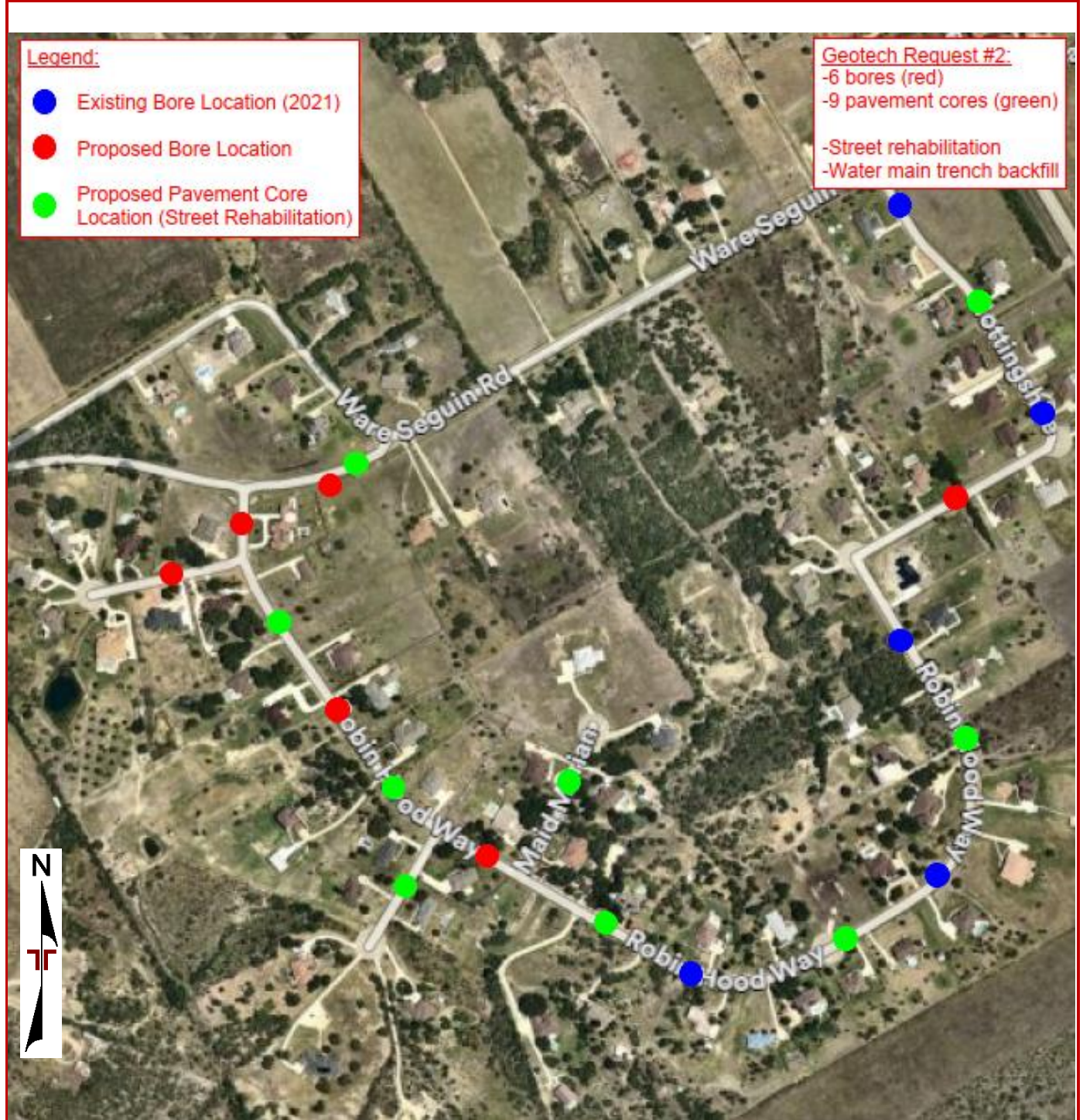


DIAGRAM IS FOR GENERAL LOCATION ONLY, AND IS NOT INTENDED FOR CONSTRUCTION PURPOSES

MAP PROVIDED BY MICROSOFT BING MAPS

Chance Dyess
Kimley-Horn
10101 Reunion Place, Suite 400, San Antonio, TX 78216
210 728 6947
Chance.Dyess@kimley-horn.com

October 16, 2024

ATTACHMENT 3
SUBCONSULTANT PROPOSAL
SUE

USI Job #: 645730

RE: Surface & Sub-Surface Utility Locating (QL-B & QL-A)
Schertz Forest
7006 Robin Hood Way, Schertz, TX 78154

Dear Mr. Dyess,

We are pleased to provide following information regarding the referenced project. This letter and following exhibits constitute our proposal based on the scope of work outlined in Exhibit A on page 3. This agreement is valid for 90 (ninety) calendar days. Any cost estimates stated herein are subject to equitable adjustment in the event of differing site conditions, changes in applicable laws or the scope of services, unforeseeable delays or difficulties beyond the reasonable control of Underground Services, Inc.

Professional Services to be provided under this contract are as follows:

- Test Holes / Vacuum Excavation (Quality Level A)
- Utility Markouts / Designating (Quality Level B)
- Records, Research and Recon (Quality Level C & D)
- Surveying & Mapping
- Video Pipe Inspection (CCTV) / Hydro Jetting
- Concrete Slab Imaging
- Traffic Control
- Other:

For a description of the above professional services, please refer to Exhibit B on page 4 and for definitions refer to Exhibit C on Page 5.

Exhibit A: Scope of Work and Fees

Underground Services, Inc.:

- A. Excavate by air/vacuum excavation at locations as directed.
- B. Provide field test hole data reports.
- C. Field mark and provide field sketches of utilities detected in area(s) shown and as directed.
- D. Not mark irrigation and is therefore excluded from the scope.
- E. Not able to mark water if non-conductive without a tracer wire or irrigation.
- F. Not be able to designate utilities beneath stockpiled/stored materials/supplies or parked vehicles/trailers.

Kimley-Horn:

- A. Field direct areas of work and work activity.
- B. Provide all available utility records.
- C. Provide base map showing work area(s), exact site address and site contact representative with phone number prior to SoftDig's mobilization.
- D. Provide site access including mechanical rooms/basements.
- E. Manage parking to ensure access to utilities is available.

Fees

Surface Utility Locating (QL-B) - Line Verification & TH Set-Up	
8 Hours @ \$235.00 Per Hour.....	\$1,880.00
Sub-Surface Utility Locating (QL-A) - Approx. 7 THs	
32 Hours @ \$325.00 Per Hour.....	\$10,400.00
Traffic Control - If Required	
4 Days @ \$1,000.00 Per Day.....	\$4,000.00
Survey	
1 Day @ \$1,000.00 Per Day.....	\$1,000.00
TOTAL.....	\$17,280.00

Underground Services, Inc.: _____ <div style="text-align: center;"></div> <div style="text-align: center;">Taylor Augustyn Project Manager</div>	_____ October 16, 2024 Date
Client Accepted: _____ <div style="text-align: center;">Signature</div> _____ <div style="text-align: center;">Printed Name</div> _____ <div style="text-align: center;">Title</div>	_____ Date