

RESOLUTION 26-R-109

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF SCHERTZ, TEXAS AUTHORIZING A TASK ORDER AGREEMENT WITH UTILITY ENGINEERING GROUP, PLLC FOR PROFESSIONAL ENGINEERING SERVICES RELATED TO THE NORTH AREA SEWER SERVICE STUDY

WHEREAS, the City staff of the City of Schertz (the “City”) has recommended that the City enter into an agreement for Professional Engineering Services related to the North Area Sewer Service Study; and

WHEREAS, Utility Engineering Group, PLLC, (UEG) is an approved on-call Engineering Firm for the City of Schertz; and

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

WHEREAS, City staff has determined that UEG is uniquely qualified to provide such services for the City; and

WHEREAS, the City Council has determined that it is in the best interest of the City to approve a task order for UEG to provide the necessary professional services for the project.

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 a Task Order Agreement in substantially the form set forth on Attachment 1 with Utility Engineering Group, PLLC. for the North Area Sewer Service Study for \$169,450 with a not to exceed amount of \$185,000.

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resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Resolution are hereby repealed to the extent of such conflict, and the provisions of this Resolution shall be and remain controlling as to the matters resolved herein.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 APPROVED on the _____ day of _____, 2026.

CITY OF SCHERTZ, TEXAS

Ralph Rodriguez, Mayor

ATTEST:

Sheila Edmondson, TRMC
City Secretary

Attachment 1
Agreement

SUGGESTED FORM OF TASK ORDER

This is Task Order No. <u>15</u> , consisting of <u>4</u> pages.
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Task Order

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated January 7, 2025 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: _____, 2026
- b. Owner: City of Schertz, Texas (City)
- c. Engineer: Utility Engineering Group, PLLC (UEG)
- d. Specific Project (title): North Area Sewer Service Study
- e. Specific Project (description): The project includes a sewer service study to identify the existing and proposed capacities of the City's existing lift stations, force mains, and downstream gravity mains within the City of Schertz's north sewer service study area. Additionally, the study will include recommendations for proposed improvements, and opinions of probable construction costs for each facility, for both intermediate and full build-out phases, as applicable. The proposed City of Schertz north sewer service area includes twelve (12) existing lift stations, their associated existing force mains and gravity main discharge points, the gravity trunk main connecting the area to Cibolo Creek Municipal Authority's (CCMA) OJR Wastewater Treatment Plant, and review of the flows to the New Braunfels Utilities (NBU) treatment system.

2. Services of Engineer

- A. The specific services to be provided or furnished by Engineer under this Task Order are as follows:

North Area Sewer Service Study

- UEG will coordinate with City Staff to acquire current City sewer service capacity and Living Unit Equivalent (LUE) data, proposed sewer service connection data, sewer service connection build-out projections within the study area, and any known sewer overflow reports. Additionally, UEG will coordinate with City Staff to acquire relevant as-built plan and report information, any contracts or agreements for reserved capacity in the existing lift station infrastructure, and any proposed sewer infrastructure planning documents, as available;
- Based off the information gathered, UEG will develop a draft North Area Sewer Service Study, identifying existing capacities for the lift stations, force mains, and gravity mains receiving flow

Exhibit K – Amendment to Task Order

EJCDC® E-505, Agreement Between Owner and Engineer for Professional Services – Task Order Edition.
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from the lift stations within the study area. The study will also include proposed, phased, improvement plans for each lift station and associated force main and discharge gravity main facility within the study area to reach full-build out. The study will include opinions of probable construction costs for the proposed improvements. The study will be presented in an electronic .pdf report format;

- UEG will coordinate with an electrical engineering sub-consultant to identify any electrical and SCADA upgrades, based on the City's current lift station design guidelines and requirements, to support the study recommendations;
- UEG will coordinate with a survey sub-consultant to verify flowline elevations of discharge downstream manholes receiving flow from the service area's existing lift stations to verify and supplement as-built plan information. We anticipate survey for up to 2 manholes per lift station;
- UEG will coordinate with the City of Schertz for review of the draft study, addressing comments as necessary;
- It is anticipated that UEG will attend and participate in up to four (4) site visits and meetings with City staff throughout the study development;
- Based off the City's comments, UEG will update and finalize the North Area Sewer Service Study; and
- UEG will provide City Staff with the final study in hard copy and electronic .pdf format as necessary.

B. Other Services

Engineer shall also provide the following services: **None**

C. All of the services included above comprise Basic Services for purposes of Engineer's compensation under this Task Order.

D. Exclusions

- This scope of services does not include any geotechnical, environmental, subsurface utility exploration, or structural services. If required, UEG can provide these services for an additional fee;
- No easement or site acquisition services are included in this scope of services; and
- UEG will not be responsible for any fees related to the project.

3. Additional Services

A. Additional Services that may be authorized or necessary under this Task Order are: **None**

4. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and in Exhibit B.

5. 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 an electronic .pdf version of the draft North Area Sewer Service Study deliverable to Owner.	Within 20 weeks of Owner's authorization to proceed with the task order.
Owner	Submit comments on the draft North Area Sewer Service Study deliverable to the Engineer.	Within 4 weeks of receipt of the draft North Area Sewer Service Study deliverable.
Engineer	Furnish an electronic .pdf version of the final North Area Sewer Service Study deliverable to Owner.	Within 8 weeks of receipt of Owner's comments regarding the draft North Area Sewer Service Study report deliverable.

6. Payments to Engineer

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

Description of Service	Amount	Basis of Compensation
1. Basic Services (Section 2.A)		
a. North Area Sewer Service Study	\$169,450.00	Lump Sum
TOTAL COMPENSATION (lines 1.a)	\$169,450.00	Lump Sum
2. Additional Services	(N/A)	(N/A)

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 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.

7. Consultants retained as of the Effective Date of the Task Order:

8. Other Modifications to Agreement and Exhibits: N/A

9. Attachments: N/A

10. Other Documents Incorporated by Reference: N/A

11. 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 _____, 2026.

OWNER:

ENGINEER:

By: _____

By:  _____

Print Name: _____

Print Name: David Kneuper, P.E.

Title: _____

Title: Vice President

Engineer License or Firm's
Certificate No. (if required): 18712
State of: Texas

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: _____

Name: David Kneuper, P.E.

Title: _____

Title: Vice President

Address: _____

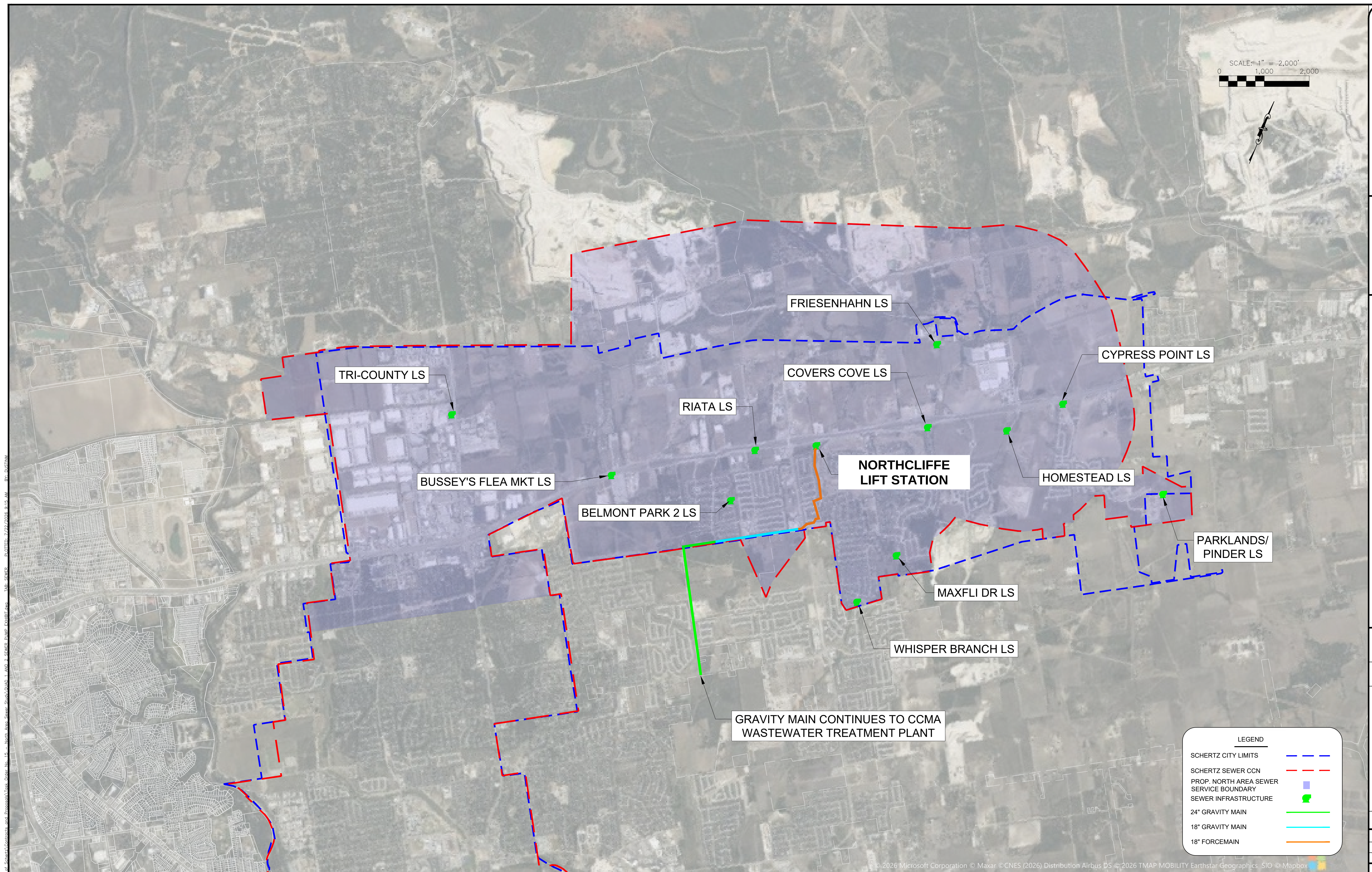
Address: 191 N. Union Ave., New Braunfels, Texas 78130

E-Mail
Address: _____

E-Mail
Address: davidk@uegpros.com

**City of Schertz
North Area Sewer Service Study**

	Principal (hrs)	Cost (\$195/hr)	Project Engineer/Manager (hrs)	Cost (\$165/hr)	Graduate Engineer (hrs)	Cost (\$110/hr)	Design Technician (hrs)	Cost (\$90/hr)	Construction Coordinator (hrs)	Cost (\$125/hr)	Administrative (hrs)	Cost (\$55/hr)	Subcontractor w/(10% Markup)	Total
South Area Sewer Service Study	130	\$ 25,350	376	\$ 62,040	248	\$27,280	252	\$ 22,680	\$ 28	\$ 3,500	0	\$ -	\$ 28,600	\$ 169,450
Information Gathering	20		32		20		24							
Coordination with City of Schertz	32		48		32		8							
Analysis of Schertz North Sewer Service Area Lift Stations and Collection System	30		140		80		120							
Preparation of Draft North Area Sewer Service Study and Recommendations	24		80		60		60		16					
Review Coordination with City Staff	8		16		16									
Preparation of Final North Sewer Service Study and Recommendations	16		60		40		40		12					
Survey Sub-Consultant (MH Flowlines - \$500/MH, (2) MH's per site)													\$ 12,000	
Electrical Engineering Sub-Consultant													\$ 14,000	
Total North Area Sewer Service Study														\$ 169,450



SCALE: 1" = 2,000'

0 1,000 2,000

A horizontal graphic scale bar with alternating black and white segments. It is marked with '0' at the left end, '1,000' at the midpoint, and '2,000' at the right end.

**UTILITY
ENGINEERING
GROUP PLLC**

191 N. Union Ave. NEW BRAUNFELS, TEXAS 78130 PH: (833) 214-4621
Texas Engineering Firm F-38712

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BIDDING, PERMIT ACQUISITION(S)
AND/OR CONSTRUCTION
PURPOSES.

THE CITY OF SCHERTZ

[illegible]

SCALE: 1" = 2000'
DATE: 07-20-2026
PROJECT NO: N/A