

WORK AUTHORIZATION NO. 1

PROJECT: Pond Springs Road Drainage Improvements

This Work Authorization is made pursuant to the terms and conditions of the Williamson County Contract for Engineering Services, being dated _____ and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and **CP&Y, Inc.** (the "Engineer").

Part 1. The Engineer will provide the following Engineering Services set forth in Attachment "B" of this Work Authorization.

Part 2. The maximum amount payable for services under this Work Authorization without modification is **\$237,921.42.**

Part 3. Payment to the Engineer for the services established under this Work Authorization shall be made in accordance with the Contract.

Part 4. This Work Authorization shall become effective on the date of final acceptance and full execution of the parties hereto and shall terminate on **February 21, 2020.** The Engineering Services set forth in Attachment "B" of this Work Authorization shall be fully completed on or before said date unless extended by a Supplemental Work Authorization.

Part 5. This Work Authorization does not waive the parties' responsibilities and obligations provided under the Contract.

Part 6. County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Work Authorization. Engineer understands and agrees that County's payment of amounts under this Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under this Contract. It is further understood and agreed by Engineer that County shall have the right to terminate this Contract at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County's budget for the fiscal year in question. County may effect such termination by giving written notice of termination to Engineer.

Part 7. This Work Authorization is hereby accepted and acknowledged below.

EXECUTED this _____ day of _____, 2019.

ENGINEER:
CP&Y, Inc.

COUNTY:
Williamson County, Texas

By: 
Signature

By: _____
Signature

Andrew Atlas
Printed Name

Bill Gravell Jr.
Printed Name

Senior Vice President
Title

County Judge
Title

LIST OF ATTACHMENTS

Attachment A - Services to be Provided by County

Attachment B - Services to be Provided by Engineer

Attachment C - Work Schedule

Attachment D - Fee Schedule

ATTACHMENT A
SERVICES TO BE PROVIDED BY THE COUNTY
DESIGN SERVICES FOR POND SPRINGS ROAD DRAINAGE
IMPROVEMENTS

In general, Williamson County and its representatives to their best efforts will render services as follows:

1. Name, business address and phone number of County's project manager.
2. Assistance to the Engineer, as necessary, with obtaining data and information from other local, regional, State and Federal agencies required for this project.
3. Obtain Rights of Entry from landowners that are unwilling to grant access to the Engineer.
4. Provide available appropriate County data on file, plans and specifications that are deemed pertinent to the completion of the work required by the scope of services (including previous hydraulic studies, models, previous reports and studies, FEMA information, site development plans, Pond Springs Road as-built plans, available existing traffic counts, and design year traffic projections).
5. Provide LiDAR and traffic data for use in the Engineer's study.
6. Provide available criteria and full information as to the client's requirements for the project. Provide examples of acceptable format for the required deliverables.
7. Provide timely reviews and decisions necessary for the Engineer to maintain the project work schedule. Review recommendations offered by the Engineer, progress of work, and final acceptance of all documents.
8. Submittal of documentation to regulatory agencies for review and comment, when specified.
9. Support project development efforts with stakeholders, coordinate meetings and interface with stakeholders, as needed.
10. Post and maintain project information for public consumption on the County website.
11. Assist with Coordination between the Engineer and the County's other subconsultants.

12. Negotiate with all utility companies for any agreements and/or relocations required.
13. Provide an agent as necessary to secure proposed ROW.
14. Provide construction observation and review contractor pay applications and progress.
15. Provide Engineer with Contractor submittals, Requests for Information (RFI's), shop drawings, and correspondence.
16. Review Engineer progress, submittals, and plan changes.

ATTACHMENT B

SERVICES TO BE PROVIDED BY THE ENGINEER

Pond Springs Area Drainage Improvements

I. Drainage Study - Purpose

A drainage study for the onsite and offsite drainage will be performed in the project area. The goal is to provide drainage improvements in the project area, especially as the vicinity of Pond Springs Road between Roxie Drive and Turtle Rock Road.

II. Drainage Study - Tasks

Specific tasks and deliverables include the following:

1. Project Specific QA/QC Plan (**deliverable**) – A project specific QA/QC plan will be developed and submitted to the County within 30 days of NTP. For subsequent deliverables, evidence of compliance with the project QA/QC plan will be submitted.
2. Survey – CP&Y will utilize County LiDAR for the general design topography and hydrologic calculations. CP&Y will obtain detailed survey near properties experiencing drainage issues along Pond Springs Road. This detailed survey will be utilized during analysis and study efforts. CP&Y will coordinate with the County with respect to control points and adjustment factors.
 - (i) We will provide a finished floor elevation for each accessible building along the southwest right-of-way of Pond Springs Road between Roxie Drive and 186A. We will also provide a flowline elevation and an asphalt shot every 50 foot along the same 1100-foot stretch along the southwest right-of-way of Pond Springs Road. Horizontal and vertical control will be provided. No monuments or right-of-way information will be obtained. The deliverable will be in MicroStation with the collected points in the file in Grid Texas Central State Plane Coordinates. CP&Y will handle all ROE letters.
3. Study Area Map – A study area map will be created and included in the drainage report.
4. Existing Environmental Conditions Reports – CP&Y will perform a desktop study of existing environmental conditions. We will coordinate with SWCA where needed.
 1. Desktop Environmental Evaluation
 - (a) Environmental Constraints Identification: The Engineer shall perform a desktop review of environmental constraints within the project area. Constraints to be identified include:
 - Cemeteries
 - Parks, Preserves, trails and greenbelts
 - Soils and vegetation communities
 - Hazardous material sites
 - National Register listed historic properties
 - Archeological sites from the Texas Archeological Research Laboratory
 - Data from the Texas Parks and Wildlife Department’s Natural Diversity Database
 - United States Fish and Wildlife Service’s Critical Habitat Mapper
 - National Wetlands Inventory Data
 - Floodplains

- National Hydrography Dataset
- Land uses identified through aerial photo interpretation and a limited site visit

Following a review of the data obtained, the Engineer shall conduct a limited site visit from adjacent public right-of-way to supplement information obtained through desktop resources.

(b) Environmental Constraints Summary Report: Information obtained in the desktop evaluation will be compiled, analyzed and mapped in a Geographic Information System (GIS). A draft Environmental Constraints Summary Report will be prepared that summarizes potential constraints and provides a recommendation for more detailed field investigations and potential permitting requirements. A map showing the environmental constraints within the study area will be included as part of the Summary Report. A three-week review by County is anticipated. CP&Y will provide comment responses within two (2) weeks. Evidence of internal review and markups will be submitted in accordance with the project QA/QC plan. Final Summary Report will be submitted after County approval

5. Drainage Report (**deliverable**) – A preliminary drainage report summarizing hydrology, hydraulics, and methods of analyses will be created. The hydrology will be developed for the 10-, 25-, 50- and 100-yr annual recurrence interval (ARI) storm events. The design storm will be the 100-yr event. Two to three **Alternatives** will be presented in the report, with one alternative being **recommended** as the optimal solution. Each proposed alternative will be compared to pre-project conditions to demonstrate the effectiveness of the alternative. A decision matrix will summarize the parameters and results for each alternative. Preliminary costs will be determined to aid in the alternatives analysis. Ditch designs will utilize appropriate methodologies, stormsewer designs will utilize StormCAD or SWMM, overland flow hydraulics may utilize 2-D, and the detention pond analyses will utilize HEC-HMS. A three-week review time is anticipated for the deliverable. CP&Y will provide comment responses within two (2) weeks. Evidence of internal review and markups will be submitted in accordance with the project QA/QC plan. A final report will be submitted at the conclusion of the project.
6. After County approval of the Drainage Report and its recommendations, **Preliminary Conceptual Designs** for the recommended solution will be developed and submitted to the County (**deliverable**). A three-week review by County is anticipated. CP&Y will provide comment responses within two (2) weeks. Evidence of internal review and markups will be submitted in accordance with the project QA/QC plan. Any **ROW and/or Easements Requirements** will be delineated and provided on the conceptual plans. Final conceptual plans will be submitted after County approval.
7. Coordination with City of Austin – The CP&Y team will meet with and coordinate with the City of Austin Watershed Protection Department regarding Woods Pond. It is anticipated that three meetings will be required. It is anticipated that City coordination will add 90 days to the contract duration.
8. Estimates – Detailed Opinion of Probable Construction Costs (OPCC) will be performed and provided to the County for the selected solution. ROW and easement needs will be included in the OPCC (**deliverable**). A three-week review by County is anticipated. CP&Y will provide comment responses within two (2) weeks. Evidence of internal review and markups will be submitted in accordance with the project QA/QC plan. Final OPCC will be submitted after County approval.

III. Drainage Study – Engineering Overview

Design standards - The following sources will be used in the design of the proposed improvements: City of Austin Drainage Criteria Manual; Williamson County Design Criteria Manual; TxDOT manuals; and Williamson County Sustainable Roadside. Atlas 14 precipitation depths will be utilized in the design.

Comment Log / Comment Responses – Logs of comments and corresponding responses will be provided by CP&Y prior to all submittals.

IV. Drainage Study – Schedule

Kickoff Meeting – The kickoff meeting is likely to be scheduled for late February or early March 2019.

Project Specific QA/QC Plan is due within 30 days from NTP.

The final drainage report will be submitted within 330 days from NTP. This includes 90 days for City of Austin coordination and 60 days review time by the County.

V. Drainage Study – Administration

Project Communication

- (i) POC will be Whit Friend
- (ii) CC Christen Eschberger and Project email (61272_PondSpringsDrainage@hntb.com)
- (iii) ProjectWise will be utilized for all project related transfers of data and submittals

Contract Documents

- (iv) Professional Services Agreement – Compensation Cap, Form 1295, HB 90
- (v) A single work authorization will be issued for the project “WA#1 for Drainage Study”

Invoices / Monthly Reporting

- (vi) Invoices with Progress Reports will be submitted to Marie Walters with Prime Strategies, Inc.
Marie Walters
Prime Strategies, Inc.
1508 Lamar Blvd.
Austin, TX 78704
Email: marie@primestrategies.net
- (vii) Monthly Progress Reports will be submitted on ProjectWise. Progress reports will include the percentage of work completed and an associated invoice number.

ADDITIONAL SERVICES

The following services are not considered to be part of this work authorization, but we would be pleased to provide them through additional work authorizations or supplemental agreements:

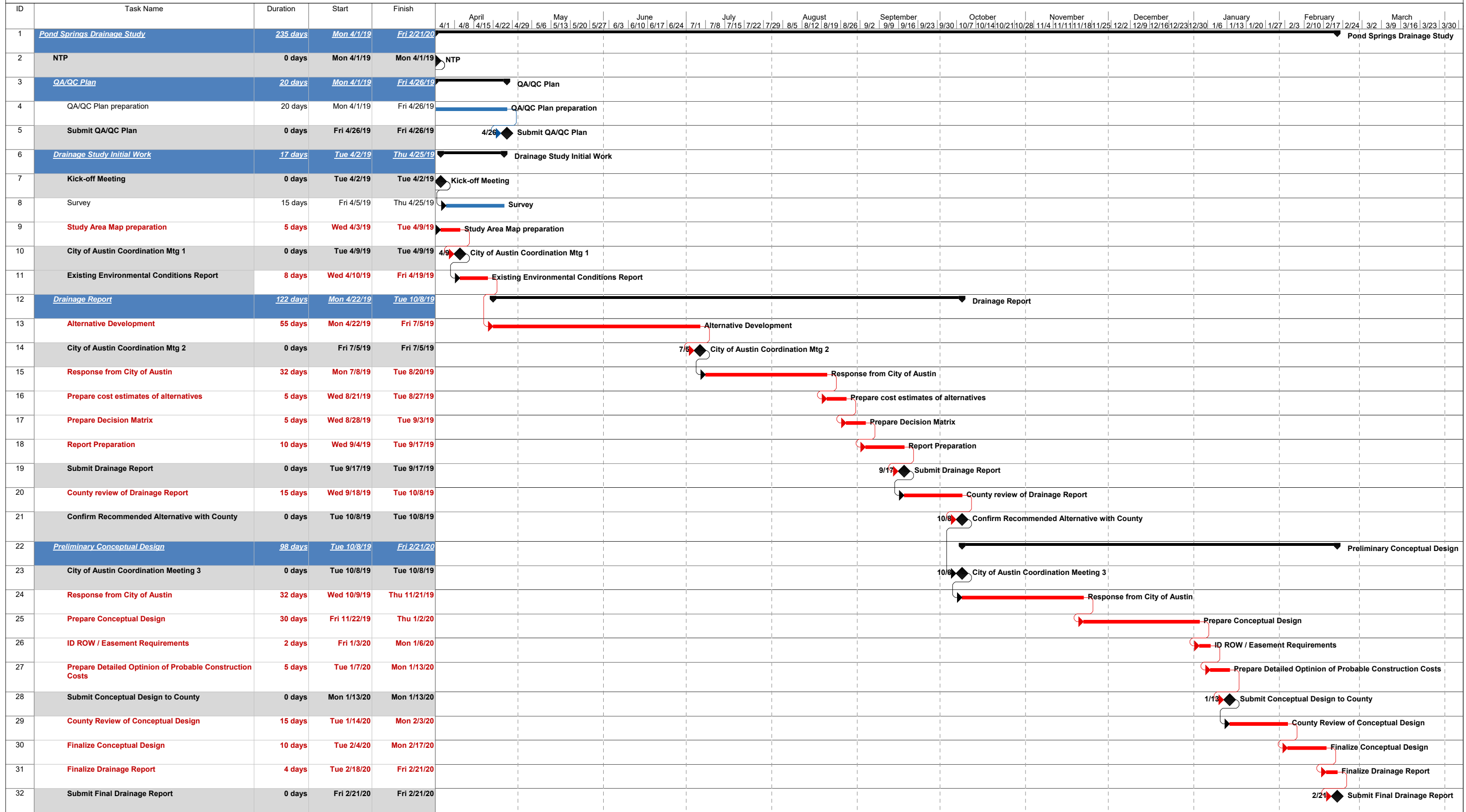
- FEMA CLOMR Application and Permitting
- TCEQ Dam Safety Permitting
- US Fish & Wildlife consultations
- Wetlands delineations
- T&E Species site visits
- Archaeological services

ADDITIONAL SERVICES – PS&E / Construction Phase Services

9. PS&E – If authorized, CP&Y will provide PS&E services after the design of the Pond Springs Drainage Improvements is approved. An estimate of the level of effort required is included in the Exhibit D.
10. Construction Phase Services – If authorized, CP&Y will provide Construction Phase Services. It is estimated that construction will take 6 months.



Pond Springs Drainage Study Work Schedule



Project: Pond Springs Drainage Study
Date: Tue 3/12/19

Task Critical Task Milestone Summary Project Summary

ATTACHMENT D - FEE SCHEDULE
Pond Springs Road Drainage Improvements

Summary

Highway: Pond Springs Road
 County: Williamson
 PRIME: CP&Y, Inc.

Summary Table: Pond Springs Road Drainage Improvements

TASKS	Description	CP&Y, Inc.	K Friese	TOTAL
1	Project Management	\$ 12,069.56	\$ 1,890.00	\$ 13,959.56
2	Survey	\$ 10,155.30		\$ 10,155.30
3	Study Area Map	\$ 3,689.45		\$ 3,689.45
4	Environmental Studies & Documents	\$ 3,815.53		\$ 3,815.53
5	Drainage Report	\$ 43,018.56		\$ 43,018.56
6	Preliminary Conceptual Plans	\$ 20,313.73		\$ 20,313.73
7	Coordination with City of Austin	\$ 20,667.67	\$ 11,020.00	\$ 31,687.67
8	Opinion of Probable Cost	\$ 5,249.55		\$ 5,249.55
9	PS&E	\$ 82,972.59		\$ 82,972.59
10	Construction Phase Services	\$ 22,469.48		\$ 22,469.48
LABOR SUBTOTALS		\$ 224,421.42	\$ 12,910.00	\$ 237,331.42
	Other Direct Expenses	\$ 590.00		\$ 590.00
ODE SUBTOTALS		\$ 590.00	\$ -	\$ 590.00
PROVIDER SUBTOTALS		\$ 225,011.42	\$ 12,910.00	\$ 237,921.42

ATTACHMENT D - FEE SCHEDULE

Pond Springs Road Drainage Improvements

Highway: Pond Springs Road
County: Williamson
PRIME: CP&Y, Inc.

<u>OTHER DIRECT EXPENSES</u>	<u>QTY</u>	<u>UNIT</u>	<u>FIXED COST</u>	<u>TOTAL</u>
Photocopies B/W (8 1/2" X 11")	400	each	\$0.10	\$40.00
Photocopies B/W (11" X 17")	250	each	\$0.20	\$50.00
Photocopies Color (8 1/2" X 11")	125	each	\$0.75	\$93.75
Photocopies Color (11" X 17")	125	each	\$1.25	\$156.25
Digital Ortho Plotting	40	sheet	\$2.50	\$100.00
Plots (B/W on Bond)		square foot	\$1.00	\$0.00
Plots (Color on Bond)	75	square foot	\$2.00	\$150.00
Plots (Color on Photographic Paper)		square foot	\$5.50	\$0.00
OTHER DIRECT EXPENSE TOTAL				\$590.00