## Contract No. Pape-Dawson Engineers, Inc.

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#### Checklist

#### Prior to Initiation of Work

Signed and Executed Agreement Scope of Services - Appendix A Exhibit A – Services to be provided by County Exhibit B - Services to be provided by Engineer Exhibit C - Work Schedule Exhibit D – Fee Schedule d Production Schedule - Exhibit IV d Hourly Rates of Engineer - Exhibit II Work Authorization - Attachment A to Exhibit I o Supplemental Work Authorization for Additional Work (if applicable) Data to be provided to Engineer by County o Plans o Maps o Studies o Reports o Field Notes o Statistics o Computations De Contractors Qualification Statement - Appendix B pr-que 15 + Insurance φ Worker's Compensation Commercial General Liability Insurance d Automobile Liability Insurance o Professional Liability Errors and Omissions Insurance Self Insurance Documentation o Insurance Certificates for Subcontractors and/or Sub-consultants

#### Course of Work

Original Engineering Work Product submittal

o Approval of Insurance by County

- "Completed" Engineering Work Product
- "Accepted" Engineering Work Product
- Modifications and/or Changes for Approval of Engineering Work Product
- □ "Approved" Engineering Work Product
- Revisions to Work Product
- □ Seal of Endorsement on all Engineering Work Product
- Data necessary for applications or documentation for permits and/or grants to be provided by Engineer to County

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- □ Notice of Suspension
- □ Notice of Reinstatement
- Notice of Termination
- Notice of Staffing Changes
- □ Written Report of Accident

#### **Documentation for Payment**

- Internal Revenue Form W-9
- □ Invoice for Services Rendered
  - o Supporting Documentation
  - o Report of Completion Percentage
- □ Invoice for Reimbursables
  - o Proof of prior payment by Engineer of Reimbursables

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#### PROFESSIONAL SERVICES AGREEMENT

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#### PROFESSIONAL SERVICES AGREEMENT

STATE OF TEXAS §
COUNTY OF WILLIAMSON §

This Professional Services Agreement (the "Agreement") is made and entered into this day by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and Pape-Dawson Engineers, Inc. (the "Engineer").

WHEREAS, County proposes to construct a roadways under 2006 Road Bond Program;

WHEREAS, County desires to obtain professional services for Road Bond Projects(the "Project");

WHEREAS, *Engineer* has the professional ability and expertise to fulfill the requirements of the *Project*, and to counsel *County* in the selection and analysis of cost-effective alternatives.

NOW, THEREFORE, *County* and *Engineer* agree to the performance of the professional services by *Engineer* and the payment for these services by *County* as set forth herein.

#### Section I Employment of the Engineer

County agrees to employ Engineer and Engineer agrees to perform professional engineering services for the Project as stated in the Sections to follow. As a condition to employment, it is specifically agreed that any disputes arising hereunder shall be submitted to the County Judge or his designee and/or agent as designated in the Scope of Services in Appendix A, or as otherwise designated (individually or collectively the "County Judge"). The County Judge shall have complete authority for the purpose of resolving technical matters. In all other cases, the decision of the Williamson County Commissioners Court shall be final and binding, subject to any civil remedies otherwise deemed appropriate by the parties hereto.

#### Section II Basic Services of the Engineer

- A. In consideration of the compensation herein provided, *Engineer* shall perform professional engineering services for the *Project*, which are acceptable to the *County Judge*, based on standard engineering practices and the scope of work described on the Exhibits attached to this Agreement. *Engineer* shall also serve as *County's* professional engineer in those phases of the *Project* to which this Agreement applies and will consult with and give advice to *County* during the performance of *Engineer's* services.
- B. Engineer shall not commence work until Engineer has been thoroughly briefed on the scope of the **Project** and has been notified in writing by the **County Judge** to proceed, as evidenced by a Work Authorization substantially in the form of Attachment A to Exhibit I.

- C. County shall provide Engineer with all existing plans, maps, studies, reports, field notes, statistics, computations, and other data in its possession relative to existing facilities and to this particular Project at no cost to Engineer; however, any and all such information shall remain the property of County and shall be returned, if the County Judge so instructs Engineer.
- D. Engineer shall perform the following Basic Scope of Services:
  - The basic Scope of Services shall generally consist of all elements of work, materials
    and equipment required for the development of the *Project*, including any Public
    Hearings, satisfactory to the *County Judge* and the County's Commissioners Court,
    in accordance with the requirements, policies, and general practices of Williamson
    County.
  - 2. The following documents shall be used in the development of the *Project*:
    - a. TxDOT 2003 Texas Manual of Uniform Traffic Control Devices for Streets and Highways, including latest revisions
    - b. Texas Department of Transportation Construction Manual, latest edition
    - c. Texas Department of Transportation's Standard Specifications for Construction of Highways, Streets, and Bridges, 2004 (English units)
    - d. National Environmental Policy Act (NEPA)
    - e. Texas Accessibility Standards (TAS) of the Architectural Barriers Act, Article 9102, Texas Civil Statutes, Effective April 4, 1994, including latest revisions
    - f. Americans with Disabilities Act (ADA) Regulations
    - g. U.S. Army Corps Regulations
    - h. Southern Building Code, latest edition
    - Uniform Building Code. Note: Williamson County will use the 1997 Uniform Building Code (May 1, 1997), including latest revisions, as a guide for design.
    - j. National Electrical Code, latest edition
    - k. Williamson County Design Criteria & Project Development Manual, latest
    - 1. TxDOT Bridge Division Foundation Manual, latest edition
  - 3. Design Criteria Order of Precedence: Design Criteria for the *Project* development shall be according to the following descending order of precedence: Williamson County Design Criteria, Texas Department of Transportation Standards and Specifications, local City standards and specifications.
  - 4. As part of the Scope of Services, *Engineer* shall submit its work products to *County* for review at regular intervals.
  - 5. The detailed Scope of Services for the *Project* is set forth herein as Appendix A to this Agreement, and is expressly incorporated and made a part hereof.

### Section III Fee schedule

- A. For and in consideration of the performance by *Engineer* of the work described in the Scope of Services, *County* shall pay and *Engineer* shall receive the fee set forth in Exhibit I. The fee is based upon the hourly rates set forth in Exhibit II. Exhibits I and II are attached hereto and made a part hereof. Invoices shall be submitted by *Engineer* on a monthly basis and are due upon presentation of all items required hereunder, and shall be considered past due if not paid within thirty (30) calendar days of the due date.
- B. For the performance of services not specifically described in the Scope of Services *Engineer* shall receive the additional services compensation described in Exhibit III, which is attached hereto and made a part hereof. In the event of any dispute over the classification of *Engineer's* services as basic or additional services under this agreement, the decision of the *County Judge* shall be final and binding on *Engineer*.

### Section IV Period of Service

- A. Engineer shall perform the professional services described in Appendix A, the Scope of Services, in accordance with the Production Schedule attached hereto as Exhibit IV and made a part hereof.
- B. This Agreement shall become effective upon the date approved by *County* and will remain in full force and effect for the period required for the design, construction contract award and construction of the *Project*, including warranty periods and any extensions of time, unless terminated earlier as provided for herein. *Engineer* shall complete all design work as described in the Scope of Services within 365 chlendar days from receipt by *Engineer* of *County's* written Work Authorization and in accordance with the production timeline included in the Scope of Services.
- C. Neither Engineer nor County shall be responsible for delays caused by "Acts of God", non-county governmental processes, national emergency, or any other causes beyond Engineer's or County's reasonable control. Upon the discovery of such an event, Engineer shall notify County, and attend a special meeting with the County Judge to propose a program for a solution to the problem, and, if necessary, to establish an estimated period of time of suspension or extension of the work. A written request for an extension of time, when properly documented and justified by the circumstances, will be granted by the County Judge.
- D. County may suspend the work at any time for any reason without terminating this Agreement by giving written Notice of Suspension and the work may be reinstated and this Agreement resumed in full force and effect within sixty (60) days of receipt by Engineer of written Notice of Reinstatement from County. Engineer, upon receipt of a Notice of Suspension shall follow the procedures described in the attached Exhibit V, which is attached hereto and made a part hereof. In the event such suspension of the Project or the Engineer's services



hereunder extends for a period of ninety (90) days or more, consecutive or in the aggregate, *Engineer* may terminate this Agreement in writing and such termination shall be treated as a Notice of Termination as provided herein.

- Either party may terminate this Agreement for the substantial failure of the other party to perform in accordance with the terms of this Agreement (the substantiality of such failure to be based on standard engineering practices and the scope of work described on the Exhibits attached to this Agreement), through no material fault of the terminating party. County may unilaterally terminate this Agreement for reasons other than substantial failure by Engineer to perform by delivering a written Notice of Termination which shall take effect on the tenth day following Engineer's receipt of same. If mutually agreed upon, the obligation to provide services under this Agreement may be terminated without cause upon thirty (30) days written notice. Engineer shall follow the procedures specified in Exhibit V upon issuance or receipt of such notice. In the event of termination of this Agreement because of the substantial failure of Engineer to perform, County may prosecute the work to completion by contract or otherwise and, in such a case, Engineer shall be liable for any additional costs incurred by County.
- F. Engineer specifically acknowledges that County will sustain damages for each day beyond the required dates of completion of the Preliminary and Design Phases as defined in the Scope of Services that the work has not been accepted and approved. Because of the impracticality and extreme difficulty of fixing and ascertaining County's actual damages, Engineer agrees that one-hundred and No/100 Dollars (\$100.00) per day shall be retained by County from any amounts due Engineer for every day that Engineer does not meet the production requirements set forth in Exhibit IV.
- G. Periods of time (i) during which a Notice of Suspension is in effect, or (ii) during which a submitted and complete engineering work product is in technical review, as described in Section VI, or (iii) during which a delay directly related to matters described in section IV(C) above, shall not be taken into account in computing the amount of liquidated damages. In the event that an engineering work product received by *County* is found to be incomplete, as defined in Section VI, Paragraph B, the period of time from the original submittal of the engineering work product to the receipt of subsequent submittal necessary to produce a completed submittal will be taken into account in computing the number of days and the amount of liquidated damages
- H. All references to time in this Agreement shall be measured in calendar days unless otherwise specified.

### Section V Coordination with the County

A. The County Judge will act on behalf of County with respect to the work to be performed under this Agreement. The County Judge shall have complete authority to interpret and define County's policies and decisions with respect to Engineer's services. The County Judge may designate representatives to transmit instructions and receive information.

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- B. Engineer shall not commence work on any phase of the *Project* until a thorough briefing on the scope of the *Project* is received and a written Work Authorization is issued by the *County Judge* in substantially the form of Attachment A to Exhibit I.
- C. Engineer shall furnish all available data and reasonable assistance necessary for the development of applications or supporting documentation for any permits, grants, or planning advances as applicable to the professional services to be rendered pursuant to this Agreement, provided that Engineer shall not be obligated to develop additional data, appear at hearings, or prepare extensive reports, unless compensated for such work under other provisions of this Agreement.
- D. Engineer shall have the responsibility at all times under the terms of this Agreement to advise County whether in Engineer's judgment it is feasible to proceed with the recommendations given any constraints affecting the Project.
- E. Engineer shall cooperate and coordinate with County's staff, and other engineers and contractors as reasonable and necessary and as required by the County Judge.

#### Section VI Review of Work Product

- A. Engineer's engineering work product will be reviewed by County under its applicable technical requirements and procedures.
- B. Reports, plans, specifications, and supporting documents, (the "engineering work products"), shall be submitted by *Engineer* on or before the dates specified in the Production Schedule set forth in Exhibit IV. Upon receipt of the engineering work products, the submission shall be checked for completion. "Completion" shall be defined as: all of the required items (as defined by the scope of services described herein) have been included in the engineering work products in compliance with the requirements of this Agreement. The completeness of any engineering work product submitted to *County* shall be determined by *County* within thirty (30) days of such submittal and *County* shall notify *Engineer* in writing within such 30-day period if such work product has been found to be incomplete.
- C. If the submission is complete, *County* shall notify *Engineer* and *County's* technical review process will begin.
- D. If the submission is incomplete, *County* shall notify *Engineer*, who shall perform such professional services as are required to complete the work and resubmit it to *County*. This process shall be repeated until a submission is complete.
- E. County shall review the completed work for compliance with the scope of work. If necessary, the completed work shall be returned to Engineer, who shall perform any required work and resubmit it to County. This process shall be repeated until the work is accepted. "Acceptance" shall mean that in the County Judge's opinion substantial compliance with the

requirements of this Agreement has been achieved.

- F. After acceptance, *Engineer* shall perform any required modifications, changes, alterations, corrections, redesigns, and additional work necessary to receive final approval by the *County Judge*. "Approval" in this sense shall mean formal recognition that the work has been fully carried out.
- G. After approval of final engineering work products, *Engineer* shall without additional compensation perform any work required as a result of *Engineer's* development of the products which is found to be in error or omission due to *Engineer's* negligence. However, any work required or occasioned for the convenience of *County* after approval of a final product shall be paid for as Additional Services.
- H. In the event of any dispute over the classification of *Engineer's* work products as complete, accepted, or approved under this Agreement, the decision of the *County Judge* shall be final and binding on *Engineer*, subject to any civil remedy or determination otherwise available to the parties and deemed appropriate by the parties.

### Section VII Revision to Work Product

Engineer shall make without expense to County such revisions to the work product as may be required to correct negligent errors or omissions so the work product meets the needs of County, but after the approval of the work product any revisions, additions, or other modifications made at County's request which involve extra services and expenses to Engineer shall entitle Engineer to additional compensation for such extra services and expenses, provided however, that Engineer agrees to perform any necessary corrections to the work products, which are found to be in negligent error or omission as a result of the Engineer's development of the work product, at any time, without additional compensation. If it is necessary due to such error or omission by Engineer to revise the plans in order to make the Project constructible, Engineer shall do so without additional compensation. In the event of any dispute over the classification of Engineer's services as Basic or Additional Services under this Agreement, the decision of the County Judge shall be final and binding on Engineer, subject to any civil remedy or determination otherwise available to the parties and deemed appropriate by the parties.

### Section VIII Engineer's Responsibility and Liability

- A. Engineer covenants to undertake no task in which a professional license or certificate is required unless he or someone under his direction is appropriately licensed. In the event such licensed individual's license expires, is revoked, or is canceled, Engineer shall inform County of such event within five working days.
- B. Engineer shall be responsible for conformance with applicable federal and state laws, county permitting requirements, and city ordinances currently in effect, except as otherwise directed by the County Judge regarding county permitting or similar requirements properly waivable

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by the County Judge.

- C. Acceptance and approval of the final plans by *County* shall not release *Engineer* of any responsibility or liability for the accuracy and competency of his designs, working drawings, specifications, or other documents or work performed under this Agreement. Neither acceptance nor approval by *County* shall be an assumption of responsibility or liability by *County* for any defect, error, or omission in the designs, working drawings, specifications, or other documents prepared by *Engineer*.
- D. <u>ENGINEER</u> SHALL INDEMNIFY, PROTECT, AND SAVE HARMLESS <u>COUNTY</u>, ITS OFFICIALS AND EMPLOYEES AND ITS AGENTS AND AGENTS' EMPLOYEES FROM AND AGAINST ALL CLAIMS, SUITS, ACTIONS, LIABILITY, LOSS, DAMAGE, REASONABLE ATTORNEY'S FEES, COSTS, AND EXPENSES (INCLUDING, BUT NOT LIMITED TO EXPENSES RELATED TO EXPERT WITNESSES) OF ANY KIND WHATSOEVER, TO THE EXTENT ARISING FROM ANY NEGLIGENT ACT, ERROR OR OMISSION OF <u>ENGINEER</u> OR ANY OF ITS SUBCONTRACTORS IN CONNECTION WITH THE PERFORMANCE OF SERVICES UNDER THIS AGREEMENT; PROVIDED, HOWEVER, <u>ENGINEER</u> SHALL NOT BE RESPONSIBLE FOR THE NEGLIGENCE OF ANY OTHER PARTY, OTHER THAN ITS SUBCONTRACTORS.
- E. Engineer's opinions of probable Project cost or construction cost represent Engineer's professional judgment as a design professional familiar with the construction industry, but Engineer does not guarantee that proposals, bids, or the construction cost, itself, will not vary from Engineer's opinions of probable cost.
- F. Engineer shall perform all services and responsibilities required of Engineer under this Agreement using at least that standard of care which a reasonably prudent engineer in Texas, who is licensed by the State Board of Engineers, or the State Board of Registered Professional Surveyors, as applicable, would use in similar circumstances.
- G. Engineer represents that it presently has, or is able to obtain, adequate qualified personnel in its employment for performance of the services required under this Agreement and that Engineer shall furnish and maintain, at its own expense, adequate and sufficient personnel and equipment, in the reasonable opinion of County, to perform the services when and as required and without delays. It is understood that County will approve assignment and release of all key Engineer and professional personnel.
- H. All employees of Engineer shall have such knowledge and experience as will enable them to perform the duties assigned to them. Any employee of Engineer, who in the opinion of County is incompetent or whose conduct becomes detrimental to the work or coordination with County, shall upon County's and/or County Judge's request be immediately removed from association with the Project.

- I. Engineer shall furnish all equipment, transportation, supplies, and materials required for its operations under this Agreement.
- J. Engineer shall place his Texas Professional Engineer's seal of endorsement on all documents and engineering data furnished to County, as required by law.
- K. Engineer is an independent contractor under this Agreement. Neither he nor any officer, agent or employee of Engineer shall be classified as an employee of County.

### Section IX Ownership of Documents

- A. Any and all documents, including the original drawings, estimates, computer tapes, graphic files, tracings, calculations, analyses, reports, specifications, field notes, and data prepared by *Engineer* are the property of *County* and upon completion of the work or termination of this Agreement or as otherwise instructed by *County* and/or *County Judge*, shall be delivered to *County* in an organized fashion with *Engineer* retaining a copy.
- B. Any reuse by *Engineer* of any such documents described in subsection A above, without the specific written consent of *County* shall be at *Engineer's* sole risk and without liability or legal exposure to *County*. Should *Engineer* be terminated, *Engineer* shall not be liable for *County's* use of partially completed designs, plans, or specifications on this *Project* or any other project, except to the extent such documents were deemed complete or otherwise "Accepted" or "Approved" as provided herein or represent completed work sealed by *Engineer*, or Surveyor, as applicable, as specified by professional standards.
- C. Engineer will not be responsible for any use or any modifications to the plans and documents described in subsection A performed by any entity other than Williamson County, and County's respective engineers and contractors, without the specific written consent of Engineer. Any modification as described in this paragraph shall be made in accordance with all applicable professional standards.

### Section X Maintenance of and Right of Access to Records

- A. **Engineer** agrees to maintain appropriate accounting records of costs, expenses, and payrolls of employees working on the **Project**, together with documentation of evaluations and study results for a period of three (3) years after final payment for completed services and all other pending matters concerning this Agreement have been closed.
- B. Engineer further agrees that County or its duly authorized representatives shall, until the expiration of three (3) years after final payment under this Agreement, have access to and the right to examine and photocopy any and all books, documents, papers and records of Engineer, which are directly pertinent to the services to be performed under this Agreement

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for the purposes of making audits, examinations, excerpts, and transcriptions. *Engineer* agrees that *County* shall have access during normal working hours to all necessary *Engineer* facilities and shall be provided adequate and appropriate work space in order to conduct audits in compliance with the provisions of this section. *County* shall give *Engineer* reasonable advance notice of intended audits.

- C. Engineer further agrees to include in all its sub-consultant agreements hereunder a provision to the effect that the sub-consultant agrees that County shall, until the expiration of three (3) years after final payment under the subcontract, have access to and the right to examine and photocopy any directly pertinent books, documents, papers and records of such sub-consultant, involving transactions to the subcontract, and further, that County shall have access during normal working hours to all sub-consultant facilities, and shall be provided adequate and appropriate work space, in order to conduct audits in compliance with the provisions of this section together with subsection (D) hereof. County shall give sub-consultant reasonable advance notice of intended audits.
- D. Engineer and sub-consultant agree to photocopy such documents as may be requested by County. County agrees to reimburse Engineer for the cost of copies at the rate published in the Texas Administrative Code in effect as of the time copying is performed.

#### Section XI Miscellaneous

- A. Severability. If any provision of this Agreement shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof, but rather this entire Agreement will be construed as if not containing the particular invalid or unenforceable provision or provisions, and the rights and obligation of the parties shall be construed and enforced in accordance therewith. The parties acknowledge that if any provision of this Agreement is determined to be invalid or unenforceable, it is the desire and intention of each that such provision be reformed and construed in such a manner that it will, to the maximum extent practicable, give effect to the intent of this Agreement and be deemed to be validated and enforceable.
- B. Venue and Governing Law. It is contemplated that this Agreement shall be performed in Williamson County, Texas, and the venue and jurisdiction of any suit, right, or cause of action arising out of or in connection with this Agreement shall lie exclusively in Williamson County, Texas. This Agreement shall be governed by and construed in accordance with the laws of the State of Texas.
- C. Equal Opportunity in Employment. Engineer agrees, during the performance of the services under this Agreement, to comply with the equal opportunity in employment provisions cited in Exhibit VI, which is attached hereto and made a part hereof.
- D. Certificate of Engineer. Engineer certifies that neither Engineer nor any members of Engineer's firm has:
  - (1) Employed or retained for a commission, percentage, brokerage, contingency fee, or

other consideration, any firm or person (other than a bona fide employee working solely for *Engineer*) to solicit or secure the work provided by the Agreement.

- (2) Agreed, as an expressed or implied condition for obtaining this contract, to employ or retain the services of any firm or person other than in connection with carrying out the work to be performed under this Agreement.
- (3) Paid or agreed to pay to any firm, organization, or person (other than bona fide employees working solely for *Engineer*) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out the work provided under this Agreement.

Engineer further agrees that this certification may be furnished to any local, state or federal governmental agencies in connection with this Agreement and for those portions of the **Project** involving participation of agency grant funds and is subject to all applicable state and federal, criminal and civil laws.

E. Notice. Any notice to be given hereunder shall be in writing and may be affected by personal delivery in writing or by registered or certified mail, return receipt requested, addressed to the proper party, at the following address:

ENGINEER:

J. Kent O'Brien, PE

Pape-Dawson Engineers, Inc.

7800 Shoal Creek Blvd, Suite 220W

Austin, TX 78757

COUNTY:

Williamson County Judge Dan A. Gattis (or successor) 710 Main Street, Ste. 101 Georgetown, Texas 78626

with copy to:

Williamson County Attorney Jana Duty (or successor) 405 M.L.K. St., Box #7 Georgetown, Texas 78626

Attn: File No.

and to:

Prime Strategies, Inc. 1508 South Lamar Blvd. Austin, Texas 78704 Attn: Michael Weaver

and to:

HNTB

14 Galloping Road

Round Rock, Texas 78681 Attn: James Klotz, P.E.

- F. Insurance Requirements. Engineer agrees during the performance of the services under this Agreement to comply with the INSURANCE REQUIREMENTS provisions described in Exhibit VII, which is attached hereto and made a part hereof.
- G. Property Taxes. Notwithstanding anything to the contrary herein, to the extent County becomes aware that Engineer is delinquent in the payment of property taxes related to property located in Williamson County at the time of invoicing, Engineer hereby assigns any payments to be made for services rendered hereunder to the Williamson County Tax Assessor-Collector for the payment of said delinquent taxes. Notwithstanding the above, County shall not have an affirmative duty to determine if Engineer is delinquent in the payment of property taxes.
- H. Successors and Assigns. This Agreement shall be binding upon and inure to the benefit of County and Engineer and their respective successors, executors, administrators, and assigns. Neither County nor Engineer may assign, sublet, or transfer his interest in or obligations under this Agreement without the written consent of the other party hereto.
- I. Bidding Exemption. This Agreement is exempted from the bidding requirements of the County Purchasing Act pursuant to Section 262.024(a)(4) of the Local Government Code as this is a contract for professional services.
- J. Taxpayer Identification. Engineer shall provide to County Judge upon submittal of Engineer's initial invoice requesting payment Internal Revenue Form W-9 Request for Taxpayer Identification Number and Certification that is completed in compliance with the Internal Revenue Code, its rules and regulations.
- K. Compliance with Laws. Engineer shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any matter affecting the performance of this Agreement, including, without limitation, Worker's Compensation laws, minimum and maximum salary and wage statutes and regulations, licensing laws and regulations. When required, the Engineer shall furnish the County with certification of compliance with said laws, statutes, ordinances, rules, regulations, orders, and decrees above specified.
- L. Reports of Accidents. Within 24 hours after Engineer becomes aware of the occurrence of any accident or other event which results in, or might result in, injury to the person or property of any third person (other than an employee of the Engineer), whether or not it results from or involves any action or failure to act by the Engineer or any employee or agent of the Engineer and which arises in any manner from the performance of this Agreement, the Engineer shall send a written report of such accident or other event to the County, setting forth a full and concise statement of the facts pertaining thereto. The Engineer shall also immediately send the County a copy of any summons, subpoena, notice, or other documents served upon the Engineer, its agents, employees, or representatives, or received by it or them, in connection with any matter before any court arising in any manner from the Engineer's performance of work under this Agreement.

- M. Definition of Engineer. The term "Engineer" as used herein is defined as including Registered Professional Surveyors, as applicable to the work to be performed under this Agreement, and any reference to professional standards in regards to a Registered Professional Surveyor shall relate to those standards promulgated by the State Board of Registered Professional Surveyors.
- N. Gender, Number and Headings. Words of any gender used in this Agreement shall be held and construed to include any other gender, and words in the singular number shall be held to include the plural, unless the context otherwise requires. The headings and section numbers are for convenience only and shall not be considered in interpreting or construing this Agreement.
- O. Incorporation of Exhibits and Attachments. All of the Exhibits and Attachments, and Appendices referred to in the Agreement are incorporated by reference as if set forth verbatim herein.
- P. Entity Status. By my signature below, I certify that Engineer is a <u>incorporated in the State</u> of Texas, duly authorized to transact and do business in the State of Texas.
- Q. Construction. Each party hereto acknowledges that it and its counsel have reviewed this Agreement and that the normal rules of construction are not applicable and there will be no presumption that any ambiguities will be resolved against the drafting party in the interpretation of this Agreement.
- R. Independent Contractor Relationship. Both parties hereto, in the performance of this Agreement, shall act in an individual capacity and not as agents, employees, partners, joint ventures or associates of one another. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purposes whatsoever.
- S. No Waiver of Immunities. Nothing in this Agreement shall be deemed to waive, modify or amend any legal defense available at law or in equity to County, its past or present officers, employees, or agents or employees, nor to create any legal rights or claim on behalf of any third party. County does not waive, modify, or alter to any extent whatsoever the availability of the defense of governmental immunity under the laws of the State of Texas and of the United States.
- T. Interest and Late Payments. County's payment for goods and services shall be governed by Chapter 2251 of the Texas Government Code. Invoices shall be paid by County within thirty (30) days from the date of the Williamson County Auditor's receipt of an invoice. Interest charges for any late payments shall be paid by County in accordance with Texas Government Code Section 2251.025. More specifically, the rate of interest that shall accrue on a late payment is the rate in effect on September 1 of County's fiscal year in which the payment becomes due. The said rate in effect on September 1 shall be equal to the sum of one percent (1%); and (2) the prime rate published in the Wall Street Journal on the first day of July of the preceding fiscal year that does not fall on a Saturday or Sunday. In the event that a

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discrepancy arises in relation to an invoice, such as an incorrect amount on an invoice or a lack of documentation that is required to be attached to an invoice to evidence the amount claimed to be due, *County* shall notify the party requesting payment of such an invoice of the discrepancy. Following *County's* notification of any discrepancy as to an invoice, the party requesting payment must resolve the discrepancy and resubmit a corrected or revised invoice, which includes all required support documentation, to the Williamson County Auditor. *County* shall pay the invoice within thirty (30) days from the date of the Williamson County Auditor's receipt of the corrected or revised invoice. *County's* payment of an invoice that contains a discrepancy shall not be considered late, nor shall any interest begin to accrue until the thirty-first (31<sup>st</sup>) day following the Williamson County Auditor's receipt of the corrected or revised invoice.

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- U. Texas Public Information Act. To the extent, if any, that any provision in this A greement is in conflict with Tex. Gov't Code 552.001 et seq., as amended (the "Public Information Act"), the same shall be of no force or effect. Furthermore, it is expressly understood and agreed that County, its officers and employees may request advice, decisions and opinions of the Attorney General of the State of Texas in regard to the application of the Public Information Act to any items or data furnished to County as to whether or not the same are available to the public. It is further understood that County's officers and employees shall have the right to rely on the advice, decisions and opinions of the Attorney General, and that County, its officers and employees shall have no liability or obligation to any party hereto for the disclosure to the public, or to any person or persons, of any items or data furnished to County by a party hereto, in reliance of any advice, decision or opinion of the Attorney General of the State of Texas.
- V. Acknowledgement. As a duly authorized representative of Engineer, I acknowledge by my signature below that I have read and understand the above paragraphs and that Engineer has the obligation to ensure compliance with its provisions by itself and its employees, agents, and representatives.
- W. Governing Terms and Conditions. If there is an irreconcilable conflict between the terms and conditions set forth in Sections I. through XI. of this Agreement and the terms and conditions set forth in any Exhibit, Appendix or Attachment to this Agreement, the terms and conditions set forth in Sections I. through XI. of this Agreement shall control over the terms and conditions set forth in any Exhibit, Appendix or Attachment to this Agreement.
- X. Entire Agreement. This Agreement represents the entire and integrated Agreement between County and Engineer and supersedes all prior negotiations, representations, or agreements, either oral or written. This Agreement may be amended only by written instrument signed by both County and Engineer. NO OFFICIAL, EMPLOYEE, AGENT, OR REPRESENTATIVE OF THE COUNTY HAS ANY AUTHORITY, EITHER EXPRESS OR IMPLIED, TO AMEND THIS CONTRACT, EXCEPT PURSUANT TO SUCH EXPRESS AUTHORITY AS MAY BE GRANTED BY THE COUNTY COMMISSIONERS COURT.

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County Contract Auditor	<u></u>
	Funds Verified By:
Assistant County Attorney	Reviewed as to Porm By:
	Title: <u>Sr. Vice President</u>
Williamson County Judge	Printed Name: J. Kent O'Brien, PE
Dan A. Gattis	
BA: MILLIAMSON COUNTY:	[Insert Company Manie UERIS]
	THE ENGINEER:
	EXECUTED this day of ,200

0002 Jagoto

#### EXHIBIT I

#### COMPENSATION FOR PROFESSIONAL SERVICES

#### ACTUAL COST OF SERVICES METHOD

[Note: A separate Compensation Agreement will be attached for Compensation on a Work-Order Basis]

#### **SECTION 1 - BASIS FOR COMPENSATION**

- 1.1 The not-to-be-exceeded fee for the performance of the Scope of Services described in the Agreement shall be the sum of \$ 69,530.00
- 1.2 The basis of compensation for the services of principals and employees engaged in the performance of the work shall be the hourly rates set forth in attached Exhibit II.
- 1.3 Engineer shall be reimbursed for actual non-labor and subcontract expenses incurred in the performance of the services under this Agreement at the Engineer's invoice cost.

#### SECTION 2 - NOT-TO-BE-EXCEEDED FEE

2.1 Engineer and County acknowledge the fact that the not-to-be-exceeded fee is the total estimated costs of services to be rendered under this Agreement. This not-to-be-exceeded fee is based upon the labor and non-labor costs set forth in Exhibit II to this Agreement and described above, estimated to be required in the performance of the various phases of work provided for under this Agreement. Should the actual costs of the services rendered under this Agreement be less than such estimated cost, then Engineer shall receive compensation for only those services actually rendered.

#### **SECTION 3 – WORK AUTHORIZATIONS**

- 3.1 County will prepare and issue Work Authorizations, in the form identified and attached hereto as Attachment A to authorize the Engineer to perform one or more tasks. Each Work Authorization will include a description of the work to be performed, a description of the tasks and milestones, a work schedule for the tasks, and a fee amount agreed upon by the County and Engineer. The amount payable for a Work Authorization shall be supported by the estimated cost of each work task as described in the Work Authorization. The Work Authorization will not waive the Engineer's responsibilities and obligations established in this Agreement. The executed Work Authorizations shall become part of this Agreement.
- 3.2 Work included in a Work Authorization shall not begin until *County* and *Engineer* have signed the Work Authorization. All work must be completed on or before the completion date specified in the Work Authorization. The *Engineer* shall promptly notify the *County* of any event which will affect completion of the Work Authorization, although such notification shall not relieve the *Engineer* from costs or liabilities resulting from delays in completion of

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the Work Authorization. Any changes in the Work Authorization shall be enacted by a written Supplemental Work Authorization before additional work may be performed or additional costs incurred. Any Supplemental Work Authorization must be executed by both parties within the period specified in the Work Authorization. The *Engineer* shall not perform any proposed work or incur any additional costs prior to the execution, by both parties, of a Supplemental Work Authorization.

#### **SECTION 4 - ADDITIONAL SERVICES**

- 4.1 For additional services, compensation shall be negotiated in accordance with Exhibit III.
- 4.2 Engineer shall be compensated for extra services not included in the Scope of Services described in the Agreement on the basis specified in Exhibit III; however, Engineer shall not be compensated for work made necessary by Engineer's negligent errors or omissions.
- 4.3 The maximum amount payable under this Agreement without modification (the "Compensation Cap") is \$(250,000), provided that any amounts paid or payable shall be solely pursuant to a validly issued Work Authorization or any Supplemental Work Authorization related thereto. In no event may the aggregate amount of compensation authorized under Work Authorizations and Supplemental Work Authorizations exceed the Compensation Cap.

#### SECTION 5 - REQUIRED SUPPORTING DOCUMENTATION

- 5.1 Upon submittal of the initial invoice for service, *Engineer* shall provide *County Judge* with an Internal Revenue Form W-9, Request for Taxpayer Identification Number and Certification that is complete in compliance with the Internal Revenue Code, its rules and regulations.
- 5.2 All invoices submitted to *County Judge* will be accompanied by an original, complete packet of supporting documentation. Invoices should detail hours worked by staff person, with a description of the work performed by individuals. Invoices should also contain a representation of the percentage of completion relative to that segment of the *Project*.
- 5.3 For additional services performed pursuant to Section III B of this Agreement, a separate invoice or itemization of this work will be presented with the same requirements for supporting documentation as in Section 5.2 of this Exhibit.
- 5.4 Invoices requesting reimbursement for expenditures related to the project (reimbursables) must be accompanied by copies of the provider's invoice which was previously paid by *Engineer*.
- 5.5 Payments for Direct and Reimbursable Expenses will be made in compliance with the approved 2009-2010 Budget Order, as amended. The Budget Order can be viewed on the Williamson County web site at <a href="https://www.wilco.org">www.wilco.org</a>.

#### ATTACHMENT A

#### WORK AUTHORIZATION NO. $\_1$

	•
	ne terms and conditions of the Agreement entered into a political subdivision of the State of Texas, (the "Engineer").
Part1. The <i>Engineer</i> will provide the following	ng engineering scrvices:
See Exhibit "B"	
Part 2. The maximum amount payable for modification is 69,530.00	scrvices under this Work Authorization without
Part 3. Payment to the Engineer for the service made in accordance with the Agreement.	es established under this Work Authorization shall be
	become effective on the date of final acceptance of on March 15, 2010, unless extended by a
provided under the Agreement.	waive the parties' responsibilities and obligations
Part 6. This Work Authorization is hereby acc	cepted and acknowledged below.
EXECUTED this day of	, 200
ENGINEER: [Inskr] Company Name HERE]	COUNTY: Williamson County, Texas
By: Signature	By Signature
<u>J. Kent O'Brien , PE</u> Printed Name	<u>Dan A. Gattis</u> Printed Name
Sr. Vice President	County Judge Title

#### LIST OF EXHIBITS

Exhibit A - Services to be Provided by County

Exhibit B - Services to be Provided by Engineer

Exhibit C - Work Schedule

Exhibit D - Fee Schedule

Williamson County Hero Way: US183 to CR269 Leander, TX

#### **EXHIBIT B**

#### SERVICES TO BE PROVIDED BY THE ENGINEER

The general scope of services for this Work Authorization shall consist of performing the planning, design and PS&E for the widening of Northbound US183 to provide a right turn lane onto the proposed Hero Way in Leander, Texas. The right turn lane will be incorporated into the PS&E and construction of the Hero Way project. The planning, design and PS&E shall be coordinated to obtain TxDOT approvals and permits. Services will include necessary environmental studies and document development to prepare a TxDOT Statewide Categorical Exclusion (SCE) The SCE shall be submitted and tracked to approval by TxDOT.

The following details the scope of services.

#### **SURVEYING**

- Perform field survey to locate existing improvements and existing terrain within the area of the proposed widening to support the needs of the design and environmental studies.
- Revise Microstation design files to include additional survey data.

#### **ENVIRONMENTAL STUDIES**

- Preparation of the Environmental Document including:
  - o Description of the existing facility including ROW, number of lanes, shoulders, medians, drainage, existing and proposed Average Daily Traffic (ADT) and posted speed limits, as well as a description of the surrounding area, with exhibits.
  - o Description of Planned Project and any alternatives considered, with exhibits.
  - o Description of the project funding and planning information.
  - o Need and Purpose for the proposed project.
  - o Socioeconomic impacts analysis
  - o Section 4f/6f impacts analysis
  - o Historic Resources coordination with the Environmental Affairs Division (ENV) and impacts analysis
  - o Archeological Resources impacts analysis, including coordination with ENV
  - o Vegetation impacts analysis
  - o Water Resources impacts analysis
  - o Soils/Farmlands impacts analysis
  - o Traffic Noise impacts analysis
  - o Hazardous Materials Initial Site Assessment
  - o Floodplain impacts analysis
  - o Threatened and Endangered Species impacts analysis and Natural Diversity Database Check

Williamson County Hero Way: US183 to CR269

Leander, TX

- o Air Quality impacts analysis
- o Description of any Public Involvement conducted
- o Description and conclusion of any agency coordination
- Field Surveys
  - o Field reconnaissance survey and investigation of historical resources, vegetation, threatened and endangered species, waters of he U.S., and hazardous materials.
  - o Preparation of existing site conditions photographic log.

#### CAPMETRO/TxDOT COORDINATION

 Coordinate with TxDOT and Cap Metro to facilitate necessary agreements to allow proposed improvements to extend into CapMetro ROW. Services shall involve preparing and developing exhibits, agreement documents, meetings and discussions with representatives of each agency and include City of Leander and Williamson County.

#### PS&E

- Planning
  - o Perform studies to define limits and geometry of proposed right turn lane widening including pavement widths, lane transitions, extension of embankment into RR ROW, etc.
  - o Develop exhibits depicting alternatives
  - o Coordinate with TxDOT and CapMetro to identify and develop necessary agreements and permits
  - o Coordinate with stakeholders for approvals
- Roadway
  - o Develop roadway horizontal and vertical design
  - Develop roadway cross sections to depicting proposed improvements and grading and quantify earthwork
  - o Develop plans and details
- Drainage
  - Perform horizontal and vertical geometry studies to extend bridge class culvert at South Fork of Brushy Creek crossing to accommodate proposed roadway widening including impacts to RR ROW drainage and extension of MBC structure into RR ROW.
  - o Perform drainage study to assess existing and proposed water surface elevations
  - o Coordinate with TxDOT and CapMetro for approvals
  - o Develop plans and details

Williamson County Hero Way: US183 to CR269

Leander, TX

- Pavement Markings, Signing & Channelization
  - o Develop design for markings, signing and channelization to accommodate right turn lane
  - o Develop plans and details and sign summaries

#### Signalization

- Study existing traffic signal system improvements and appurtenances to assess impacts and necessary modifications due to proposed roadway widening
- o Develop preliminary traffic signal layout and submit to TxDOT for approval
- o Finalize signal layout, details and plans

#### • Traffic Control Plan

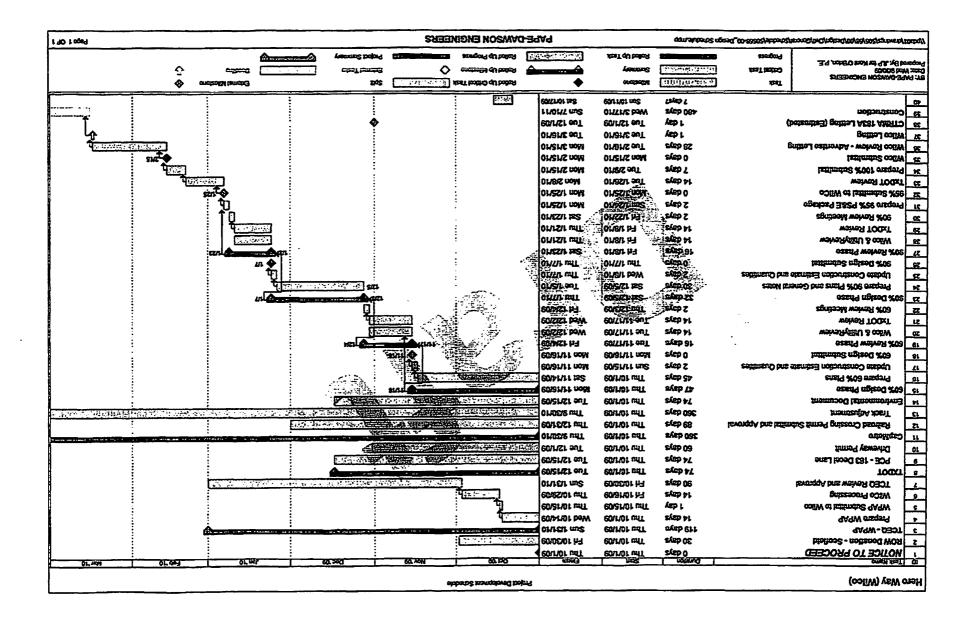
- o Develop traffic control plan and phasing concepts
- o Submit to TxDOT and Williamson County and coordinate approvals
- o Develop and finalize plans and details

#### General

- o Identify, calculate and quantify quantities
- o Develop list of governing specifications, pay items, general notes and basisi of estimate
- Develop Estimates of Probable Construction Costs at 60%, 90% and 100% submittals
- o Incorporate PS&E into overall PS&E of Hero Way project construction documents

#### **DELIVERABLES**

- Exhibits, project studies, agreement and permit documents
- Project Status submittals meeting Williamson County protocol at 60%, 90% and 100% completion levels
- Final PS&E documents



#### Williamson County Hero Way: US 183 to CR 269

#### PAPE-DAWSON ENGINEERS, INC. Exhibit "D"

			SCHEDULE						
		PROJ	DES				MAN		3-MAN
	PRINC	MNGR	ENGR_	ENGR	TECH	CLER	HOURS	CADD	SURV CREW
FUNCTION CODE/TASK DESCRIPTION									
SURVEYING	0	1	2	0	18	1	22	18	16
CAP METRO/TxDOT COORDINATION	6	20	32	0	12	12	82	14	0
PS&E	6	28	114	12	116	7	283	142	0
TOTAL HOURS	12	49	148	12	146	20	387	174	16
RATE	\$200.00	\$150.00	\$110.00	\$100.00	\$95.00	\$65.00		\$25.00	\$120.00
TOTAL HOURLY FEE	\$2,400	\$7,350	\$16,280	\$1,200	\$13,870	\$1,300		\$4,350.00	\$1,920,00
		PROJ MNGR	SEN			MAN		-	
	PRINC	NEPA SPLST		GEO! OGIST	CLER	HOURS	CADD		
FUNCTION CODE/TASK DESCRIPTION	PRINC	NEPA SPLSI	GEULUGIST	GEOLOGIST	OLER	110010	UNUU	-	
ENVIRONMENTAL STUDIES	8	155	4	8	8	238	0	-	
RATE	\$200.00	\$110.00	\$130.00	\$96.25	\$65.00		\$25.00	-	
TOTAL HOURLY FEE	\$1,600	\$17,050	\$520	\$770	\$520		\$0.00		
TOTAL ROURLY FEE	\$1,000	\$17,050	\$520	3//0	2020		30.00		
		*****							
		TOTAL	0400	Q 14011			TOTAL		
		HOURLY	CADD	3-MAN			FEE		
FUNCTION CODE/TASK DESCRIPTION		FEE	TIME	SURV CREW			rec	-	27
SURVEYING		2,145.00	450.00	1,920.00			4,515,00	)	
ENVIRONMENTAL STUDIES		20,460.00					20,460.00	)	
CAP METRO/TXDOT COORDINATION		9,640.00					9,990.00	)	
PS&E		30,615.00					34,185.00		
TOTAL - PAPE DAWSON		62,860.00					69,130.00		
							140		
EXPENSES									
CDD FOLLIDATENT	Quantity	Rate	Amount						
GPS EQUIPMENT	11	5 525.00							
TOTAL - EXPENSES			\$400.00	)			\$400.0	<u>o</u>	
TOTAL FEE							\$69,530.00	)	

Williamson County Hero Way: US 183 to CR 269

PAPE-DAWSON ENGINEERS, INC.
EXHIBIT "D"

																	PS&F						CAP				SURV			
DEVELOP PLANS & DETAILS PAVEMENT MARKINGS, SIGNING & CHANNELIZATION SUBTOTAL	PAVEMENT MARKINGS, SIGNING & CHANNELIZATION DEVELOP DESIGN	DRAINAGE SUBTOTAL	TXDOT & CAP METRO APPROVAL COORDINATION DEVELOP PLANS & DETAILS	DRAINAGE STUDY	DRAINAGE MBC EXTENSION GEOMETRY STUDIES	ROADWAY SUBTOTAL	DEVELOP PLANS & DETAILS	DEVELOP CROSS SECTIONS	ROADWAY  DEVELOP HORIZONTAL & VERTICAL DESIGN	FLANNING SUBTOTAL	CIANAL CONTRACTOR	STAKEHOI DER COORDINATION	TYDOT & CAP METRO COODINATION	DEVELOP & PREPARE EXHIBITS	WIDENING LIMITS & GEOMETRY STUDIES	PLANNING		CAP METRO/TXDOT COORDINATION TOTAL HOURS	DEVELOP MEETING NOTES	PREPARE AGREEMENT DOCUMENTS	DEVELOP EXHIBITS	Coord Form ~ Historic Structures	CAP METRO/TXDOT COORDINATION	SURVEYING TOTAL HOURS	REVISE MICROSTATION DESIGN FILES	FIELD SURVEY	SURVEYING			
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17	4	48	24	17	ω	50	33	89	ထ	1	3	ហ	7	3	7			82	14	12	18	38		22	20	N		HOURS	MAN	
12	4	B	16	4	N	28	20	4	4	c	D			2	4			14			14			18	16	N		CADD		
0		0				٥					0							0						16		16		SURV CREW	3-MAN	

#### Williamson County Hero Way: US 183 to CR 269

#### Work Authorization No. 1

#### PAPE-DAWSON ENGINEERS, INC. EXHIBIT "D" FEE SCHEDULE

							TOTAL		
		PROJ	DES				MAN		3-MAN
	PRINC	MNGR_	ENGR	ENGR	TECH	CLER	HOURS	CADD	SURV CREW
PS&E Cont'd									
SIGNALIZATION									
ASSESS IMPACTS TO EXISTING TRAFFIC SIGNAL SYSTEM			1				1		
DEVELOP PRELIMINARY SIGNAL LAYOUT		1	8		4		13	4	
COORDINATE WITH TXDOT FOR APPROVALS			2				2		
FINALIZE LAYOUT, DETAILS & PLANS		1	4		8		13	. 8	
SIGNALIZATION SUBTOTAL	0	2	15	0	12	0	29	12	0
TRAFFIC CONTROL PLAN									
DEVELOP TCP CONCEPTS	1	2	2		2		7	2	
COORDINATE WITH TXDOT & WILCO FOR CONCURRENCE		2	2				4		
FINALIZE PLANS & DETAILS		1	6		12_		19	12	
TRAFFIC CONTROL PLAN SUBTOTAL	1	5	10	0	14	0	30	14	0
GENERAL									
CALCULATE & QUANTIFY QUANTITIES		2	12		24		38	30	
DEVELOP LIST OF GOV SPECS, PAY ITEMS, GEN NOTES, ETC		1	2			1	4		
DEVELOP EST OF PROB CONST COSTS(60%, 90%, 100%)	1	2	12	12	12	2	41	18	
GENERAL SUBTOTAL	11	5	26	12	36	3	83	48	0
PS&E TOTAL HOURS	6	28	114	12	116	7	283	142	0

#### Work Authorization No. 1

#### Williamson County Hero Way: US 183 to CR 269

#### PAPE-DAWSON ENGINEERS, INC.

#### EXHIBIT "D"

FEE SCHEDULE

		PM/NEPA	Senior			
	PRINC	Specialist	Geologist	Geologist	Cler	Total Hours
ENVIRONMENTAL STUDIES						
Document Prep:					8	
Purpose and Need		4				4
Socioeconomics		8				8
Section 4f/6f		2				2
Historic		8				8
Coord Form ~ Historic Structures		8				8
Archeological		8				8
Coord Form ~ Archaeology		8				8
Vegetation		8				8
Water Resources/ JD		4				4
303d		2				2
Soils/Farmland		2				2
Hazardous Materials Assessment			2	8		10
Floodplains		4				4
Species Assessment including SOCs		8	243 IET			8
Field Surveys		4				4
Air Quality		2				2
Agency Coordination		20				20
Figures		8				8
Meetings	8	47	2			118
<b>ENVIRONMENTAL STUDIES TOTAL HOURS</b>	8	155	4	8	8	236

#### EXHIBIT II HOURLY RATE SCHEDULE

Pape-Dawson Engineers, Inc. Hourly Rates

Employee Classification	Labor Rates
Principal	\$200.00
Project Manager	\$150.00
Senior Engineer	\$132.00
Design Engineer	\$110,00
Engineer	\$100.00
Technician	\$95.00
NEPA Specialist	\$110.00
Senior Geologist	\$130.00
Geologist	\$96.25
GIS Analyst	\$85.00
RPLS	\$125.00
2-Man Survey Crew	\$100.00
3-Man Survey Crew	\$120.00
Clerical/Administrative	\$65.00

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OTHER DIRECT EXPENSES

	OTHER DIRECT EXPENSES			
Турв	Unit	Fixed Cost		
Lodging/Hotel (Taxes/fees not included)	day/person			
Meals	day/person			
Mileage	mile	Current Federal Rate		
Rental Car	day			
Rontal Car Fuel	day			
Air Travel	Round Trip/person			
Air Travel - In State - Short Nolice (Coach)	Round Trip/person			
Air Travel - In State - 2+ Wks Notice	Round Trip/person			
Air Travel from Dallas (Coach)	Round Trip/person			
Air Travel from Houston	Round Trip/person			
Standard Postage	letter	Current Postal Rale		
Ovemight Mail - letter size	each	Current Postal Rate		
Overnight Mail - oversized box	each	Current Postal Rate		
Courier Services	each	Current Postal Rate		
Pholocoples B/W (8 X 10)	each	\$0.10		
Photocoples B/W (11 X 17)	each	\$0.20		
Photocoples Color (11 X 17)	each	\$3.00		
Blueline/Blackline Prints (22" X 34")	sheet	\$2.50		
Plots (B/W on Bond)	square fool	\$0.10		
Piola (Color on Bond)	square fool	\$3.00		
Plots (Color on Photgraphic Paper)	lool eraupa	\$7.00		
Mylar Plot	square foot	\$2.50		
Mylar (8 1/2" X 11")	sheet	\$2.00		
Mylar (11" X 17")	sheet	\$4.00		
Mylar (22" X 34")	sheet	\$6.00		
GPS Receiver	hour	\$25.00		
Desktop & Microcomputer w/Piotter	hour	\$15,00		
Microstation CADD System w/Plotter	hour	\$25.00		
Tolal Station/Data Collector	hour	\$10.00		
Plat Copies	sheet	\$2.00		
Deed Coples	sheet	\$1.00		
Type II Monuments	each	\$20.00		
Organic Vapor Meter	day	\$100.00		
Interface Probe	day	\$55.00		
Combustible Gas / Oxygen Meter	day	\$55.00		
Waler Level Moter	day	\$25.00		
Hand Auger Equipment	day	\$75.00		
G.W. Field Meters	day	\$25.00		
Well Sample Kit	day	\$15.00		

#### EXHIBIT III

#### COMPENSATION FOR ADDITIONAL PROFESSIONAL SERVICES

- 1. The fees described in Exhibits I and II to this Agreement shall provide compensation to *Engineer* for the work described in the Basic Scope of Services of the Agreement.
- For the performance of work not described in the Basic Scope of Services of the Agreement,
   County shall pay and Engineer shall receive, under a negotiated contract modification,
   compensation based upon the method and rates set forth in Exhibits I and II to the
   Agreement.
- 3. The performance of any additional services must be authorized in writing in advance by the *County Judge*.
- 4. In the event of any dispute over the classification of *Engineer's* services as either basic or additional services, the decision of the *County Judge* shall be final and binding.

#### EXHIBIT IV

#### PRODUCTION SCHEDULE

This Agreement shall become effective upon the date approved by *County* and will remain in full force and effect for the period required for the design, construction contract award and construction of the *Project*, including warranty periods and any extensions of time, unless terminated earlier as provided for herein. *Engineer* shall complete all design work as described in the Scope of Services within the timeline and/or schedule provided in the Scope of Services.

The number of days expiring from the date of submittal to *County* of a complete work product to the date the review is finished and comments returned to *Engineer* shall not be included within the days allowed for completion.

#### **EXHIBIT V**

#### PROCEDURES FOR TERMINATION OR SUSPENSION

Procedures for Engineer to follow upon receipt of Notice of Termination:

- 1. Upon receipt of a Notice of Termination and prior to the effective date of the termination, *Engineer* shall, unless the Notice otherwise directs, immediately begin to phase out and discontinue all services in connection with the performance of this Agreement and shall proceed to promptly cancel all existing orders and contracts insofar as such orders and contracts are chargeable to this Agreement. Within thirty (30) days after receipt of the Notice of Termination, *Engineer* shall submit a statement, showing in detail the services performed under this Agreement prior to the effective date of termination.
- 2. Copies of all completed or partially completed designs, plans, and specifications prepared under this Agreement prior to the effective date of termination shall be delivered to *County* as a pre-condition to final payment.
- 3. Upon the above conditions being met, *County* shall pay *Engineer* for approved services actually performed under this Agreement, less previous payments.
- 4. Failure by *Engineer* to submit the required statement and to comply with the above stated conditions without good and reasonable cause shall constitute a waiver by *Engineer* of any and all rights or claims to collect the fee that *Engineer* may rightfully be entitled to for services performed under this Agreement.

Procedures for Engineer to follow upon receipt of Notice of Suspension:

- 1. Upon receipt of a Notice of Suspension and prior to the effective date of the suspension, *Engineer* shall, unless the Notice otherwise directs, immediately begin to phase-out and discontinue all services in connection with the performance of this Agreement and shall prepare a statement detailing the services performed under this Agreement prior to the effective date of suspension. Copies of all completed or partially completed designs, plans and specifications prepared under this Agreement prior to the effective date of suspension shall be prepared for possible delivery to *County*, but shall be retained by *Engineer* unless requested by *County*.
- 2. During the period of suspension, *Engineer* may submit the above-referenced statement to *County* for payment of the approved services actually performed under this Agreement, less previous payments.

Procedures for *Engineer* to follow upon exercise of right to terminate for substantial failure of *County* to perform:

- 1. In the event that *Engineer* exercises such right to terminate, within thirty (30) days after receipt by *County* of *Engineer's* Notice of Termination, *Engineer* shall submit a statement detailing the services performed under this Agreement prior to the effective date of termination.
- 2. Copies of all completed or partially completed reports, designs, plans, studies, specifications and other work product shall be delivered to *County* as a pre-condition to final payment. Upon the above conditions being met, *County* shall pay *Engineer* for approved services actually performed under this Agreement, less previous payments.
- 3. Failure by *Engineer* to submit the required statement and to comply with the above stated conditions without good and reasonable cause shall constitute a waiver by *Engineer* of any and all rights or claims to collect the fee that *Engineer* may rightfully be entitled to for services performed under this Agreement.

#### EXHIBIT VI

#### EOUAL OPPORTUNITY IN EMPLOYMENT

- A. Engineer will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. Engineer will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; termination; rates of pay or other forms of compensation, and selection for training, including apprenticeship. Engineer agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this non-discrimination clause.
- B. **Engineer** will, in all solicitations or advertisements for employees placed by or on behalf of **Engineer**, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.
- C. Engineer will send to the labor union representative or workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided by the Contract Compliance Officer advising the said labor union or worker's representatives of Engineer's obligations under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
- D. Engineer will comply with the Regulations of the Department of Transportation (49 CFR 21 and 23 CFR 710.405) and all provisions of Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375 (41 CFR 60) and of the rules, regulations and relevant order of the Secretary of Labor. In the event that federal financial assistance is provided for the Project, Engineer shall comply with 49 CFR 26, TxDOT's Disadvantaged Business Enterprises Program and any Memorandum of Understanding between the County and TxDOT pertaining to such Disadvantaged Business Enterprise Program.
- E. Engineer will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations and orders of the Secretary of Labor, or pursuant thereto; and will permit access to his books, records, and accounts by the Department and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.
- F. In the event of *Engineer's* non-compliance with the non-discrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and *Engineer* may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375 (41 CFR 60) or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

G. Engineer will include the provisions of paragraph (A.) through (F.) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 or Executive Order 11246 of September 24, 1965, as amended by Executive Order 11375 (41 CFR 60), so that such provisions will be binding upon each subcontractor or vendor. Engineer will take such action with respect to any subcontractor purchase order as the Department may direct as a means of enforcing such provisions, including sanctions for non-compliance: provided, however, that in the event Engineer becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by County or Federal Agency, Engineer may request County and United States to enter into such litigation to protect the interest of the United States.

#### **EXHIBIT VII**

#### **INSURANCE REQUIREMENTS**

During the life of this Agreement, Engineer agrees to provide and maintain the following insurance:

- Worker's Compensation in accordance with statutory requirements. A. Commercial General Liability Insurance with a combined minimum Bodily Injury and Property B. Damage limits of \$1,000,000. per occurrence and \$2,000,000. aggregate, including coverage on same for independent subcontractor(s). WILLIAMSON COUNTY SHALL BE NAMED AS AN ADDITIONAL INSURED UNDER THIS COVERAGE. Automobile Liability Insurance for all owned, non-owned, and hired vehicles with combined C. minimum limits for Bodily Injury and Property Damage limits of \$1,000,000. in the aggregate. Engineer shall require any subcontractor(s) to provide and \$1,000,000. Automobile Liability Insurance in the same minimum amounts. Professional Liability Errors and Omissions Insurance in the amount of \$1,000,000. D.
- E. In the event *Engineer* is self-insured in connection with any or all of the above-required insurance policies, *Engineer* shall submit proof of such self-insurance and all financial statements as reasonably required by the *County* in order to determine the acceptability of such self-insurance.

Engineer shall not commence any field work under this Agreement until he has obtained all required insurance and such insurance or self-insurance has been approved by *County*. Engineer shall not allow any subcontractor(s) to commence work to be performed in connection with this Agreement until all required insurance has been obtained and approved. Approval of the insurance by *County* shall not relieve or decrease the liability of Engineer hereunder.

The required insurance must be written by a company approved to do business in the State or Texas with a financial standing of at least an A- rating, as reflected in Best's insurance ratings or by a similar rating system recognized within the insurance industry at the time the policy is issued. *Engineer* shall furnish *County* with a certification of coverage issued by the insurer. *Engineer* shall not cause any insurance to be canceled nor permit any insurance to lapse. ALL INSURANCE CERTIFICATES SHALL INCLUDE A CLAUSE TO THE EFFECT THAT THE POLICY SHALL NOT BE CANCELED OR REDUCED, RESTRICTED OR LIMITED UNTIL TEN (10) DAYS AFTER COUNTY HAS RECEIVED WRITTEN NOTICE AS EVIDENCED BY RETURN RECEIPT OF REGISTERED OR CERTIFIED LETTER.

It is the intention of the *County* and the *County Judge*, and agreed to and hereby acknowledged by the *Engineer*, that no provision of this Professional Services Agreement shall be construed to require the *County* or the *County Judge* to submit to mandatory arbitration or mediation in the settlement of any claim, cause of action or dispute, except as specifically required in direct connection with an insurance claim or threat of claim under an insurance policy required under this Exhibit which absolutely requires arbitration or mediation of such claim, or as otherwise required by law or a court of law with jurisdiction over the provisions of this Agreement.

#### APPENDIX A

#### SCOPE OF SERVICES

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THE ENGINEER SHALL PROVIDE EXPERT TESTIMONY IN ANY ADMINISTRATIVE OF COURT PROCEEDINGS THROUGH AN APPROPRIATE ENGINEERING PROFESSIONAL TO SET FORTH IN EXHIBIT II.

REFLECTING A TIMELINE FOR THE EXECUTION OF THE PROJECT.

REFLECTING A TIMELINE FOR THE EXECUTION OF THE PROJECT.

#### VPPENDIX B

ENCINEER'S OUALIFICATIONS STATEMENT

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sured Pape-Dawson Consulting Engineers, Inc.; Dawson Four Partners Ltd; Pape-Dawson Engineers, Inc. Wayne Brasington 555 East Ramsey San Antonio TX 78216			NSURER C:	NSURER C: Texas Mutual Ins Co				
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**PAPEDAWS** Client#: 158373 DATE (MAYOD/YYYY) ACORD. CERTIFICATE OF LIABILITY INSURANCE 10/29/09 THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. PRODUCER **USI Southwest** 340 Gessner Sulte 600 Houston, TX 77024 713 490-4600 INSURERS AFFORDING COVERAGE NAIC # INSURER A: Lexington Insurance Company 19437 INSUREO Pape-Dawson Consulting Engineers, Inc. INSURER B 555 East Ramsey INSURER C San Antonio, TX 78216-4640 INSURER O: INSURER E: COVERAGES THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN 19SUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE SUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. TYPE OF INSURANCE POLICY NUMBER EACH OCCURRENCE GENERAL LIABILITY DAMAGE TO RENTED PREMISES (EA OCCURRE COMMERCIAL GENERAL LIABILITY MED EXP (Any one person) CLAIMS MADE OCCUR PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMPICE AGO GENT AGGREGATE LIMIT APPLIES PER POLICY PRO-AUTOMOBILE LIABILITY COMBINED SINGLE LIMIT OTUA YIA ALL OWNED AUTOS BODILY INJURY (Per person) SCHEDULEO AUTOS HIRED AUTOS BODILY (NJURY (Par accident) NON-OWNED AUTOS PROPERTY DAMAGE AUTO ONLY - EA ACCIDENT **GARAGE LIABILITY** EA ACC ANY ALTO OTHER THAN AUTO ONLY: AGG EXCESS/UMBRELLA LIABILITY **EACH OCCURRENCE** OCCUR CLANS MADE AGGREGATE DEDUCTIBLE RETENTION WORKERS COMPENSATION AND EMPLOYERS' LIABILITY E.L. EACH ACCIDENT ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? E.L. DISEASE - EA EMPLOYE Il yas, describe under SPECIAL PROVISIONS below E.L. DISEASE - POLICY LIAIT OTHER Professional 03/25/10 021435686 03/25/09 \$2,000,000 per claim \$4,000,000 anni aggr. Liability DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES / EXCLUSIONS ADDED BY ENDORSEMENT / SPECIAL PROVISIONS Except 10 days for non-payment of premium Prof Liab: The aggregate limit is the total insurance available for claims presented within the policy period for all operations of insured. The limit will be reduced by payment of indemnity and expense. **CERTIFICATE HOLDER** CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED EFFORE THE EXPIRATION Williamson County Judge Dan Gattls (or successor) 710 Main Street Ste 101 Georgetown, TX 78626 AUTHORIZED REPRESENTATIVE

Pape-Dawson Engineers, Inc. PSA for 2006 Road Bond Program Commissioners Court - Regular Session

Date:

12/01/2009

Submitted

Marie Walters, Road Bond

By:

Department: Road Bond

Contract Oversight:

Agenda

Regular Agenda Items

Category:

Agenda Item

Discuss and consider approving Pape-Dawson Engineers, Inc. Professional Service Agreement (PSA) for the 2006 Road Bond Program to allow for Work Authorization #1 for the Hero Way (US 183 to CR 269) project.

Background

Fiscal Impact

From/To Acct No. Description Amount

Attachments

Link: Pape-Dawson PSA for 2006 RB

Form Routing/Status

Route Seq Inbox Approved By Date Status

1 Hal Hawes Hal Hawes 11/23/2009 01:36 PM APRV

2 Jim Gilger Jim Gilger 11/23/2009 01:50 PM APRV

3 County Judge Exec Asst. Wendy Coco 11/24/2009 10:25 AM APRV

Form Started By: Marie Walters

Started On: 11/23/2009 12:40

PM

Final Approval Date: 11/24/2009