

**WORK AUTHORIZATION NO. 1**  
**WILLIAMSON COUNTY ROAD & BRIDGE PROJECT:**  
**25RFSQ26 – WILCO WAY (FORMERLY TRACY CHAMBERS LANE)**

This Work Authorization is made pursuant to the terms and conditions of the Williamson County Contract for Engineering Services, being dated April 16, 2025, and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and American Structurepoint, 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 \$238,720.

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 April 16, 2025, and shall terminate on August 31, 2025. 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.

*Continued next page*

EXECUTED this \_\_\_\_\_.

ENGINEER:

American Structurepoint, Inc.

By: 

Signed by:

*Benjamin W. Borcharding*

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Signature

Benjamin W. Borcharding

Printed Name

Chief operating officer

Title

COUNTY:

Williamson County, Texas

By: 

*Steven Snell*

  
Signature

Steven Snell

Printed Name

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

**APPROVED**

*By Christen Eschberger at 2:13 pm, Jun 03, 2025*

**ATTACHMENT A**  
**SERVICES TO BE PROVIDED BY THE COUNTY**  
**FOR WILCO WAY (FORMERLY TRACY CHAMBERS LANE)**

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, available existing traffic counts, and design year traffic projections).
5. Provide available criteria and full information as to the client's requirements for the project. Provide examples of acceptable format for the required deliverables.
6. 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.
7. Submittal of documentation to regulatory agencies for review and comment, when specified.
8. Support project development efforts with stakeholders, coordinate meetings and interface with stakeholders, as needed.
9. Post and maintain project information for public consumption on the County website.
10. Assist with Coordination between the Engineer and the County's other subconsultants.
11. Negotiate with all utility companies for any agreements and/or relocations required.
12. Provide an agent as necessary to secure proposed ROW.

13. Provide construction observation and review contractor pay applications and progress.
14. Provide Engineer with Contractor submittals, Requests for Information (RFI's), shop drawings, and correspondence.
15. Review Engineer progress, submittals, and plan changes.

# ATTACHMENT B

## SERVICES TO BE PROVIDED BY THE ENGINEER FOR Wilco Way (Formerly Tracy Chambers Lane) WA #1

### PROJECT DESCRIPTION

#### Project Limits

The overall project limits are from the recently constructed Wilco Way stub-out near Southwestern Blvd to the intersection of Tracy Chambers and Wilco Way as shown in both the dashed line and red box below. The limits for this WA are from the stub-out at the north end of existing Tracy Chambers Lane to the intersection of Tracy Chambers and Wilco way for a distance of approximately 0.1 miles as shown in the red box below.



#### Existing Facility

The existing Tracy Chambers Lane is 2 lane divided asphalt road with curb and gutter. The eastbound lane is approximately 20' face to face and the westbound lane is approximately 24' face to face. Tracy Chambers Lane eastern edge is 40' wide edge to edge with curb and gutter on 1 side and ribbon curb on the other. Drainage is conveyed through curb cuts on existing Tracy Chambers Lane into roadside ditches and grate inlets and by roadside on existing Wilco Way. The roadways are within Williamson County property.

### Proposed Facility

**The proposed project will reconstruct the existing Tracy Chambers Lane. The new road will be a 31' wide edge to edge 2 lane asphalt roadway with curb and gutter. The reconstruction of existing Tracy Chambers will consist of the reconstruction and widening of the westbound lane and removal of the eastbound lane.**

### Design Criteria

**The proposed design criteria for the project will be developed from TxDOT, Williamson County and City of Georgetown design criteria. It is anticipated that in most cases the most stringent of the design criteria will be used.**

## **1. PROJECT MANAGEMENT**

### **a. COMMUNICATION:**

- Engineer shall designate one Licensed Professional Engineer (Texas) to be responsible for the project management, and all communications with the County and its representatives.

### **b. MONTHLY PROGRESS REPORTS, INVOICES, AND BILLINGS ([2] months assumed):**

- Submit monthly progress status reports to the GEC. Progress reports will include: deliverable table, tasks completed, tasks/objectives that are planned for the upcoming periods, lists or descriptions of items or decisions needed from the County and its representatives. Subconsultant progress will be incorporated into the monthly progress report. A copy of the monthly progress report will be uploaded to ProjectWise.
- Prepare correspondence, invoices, and progress reports on a monthly basis in accordance with current County requirements.

### **c. PROJECT COORDINATION & ADMINISTRATION:**

- Prepare and maintain routine project record keeping including records of meetings and minutes.
- Correspondence and coordination will be handled through & with the concurrence of the GEC.
- Manage Project activities (including documenting emails, phone and conference calls, maintain project files for the length of the project, meeting agendas, meeting minutes, and schedule meetings), direct Engineer's team/staff, coordinate and review sub-consultant work,

correspond with the County and its representatives, and assist the County and its representatives in preparing responses to Project-related inquiries.

d. PROGRESS/COORDINATION MEETINGS ([2] external meetings assumed):

- Attend a kickoff meeting and coordination/progress meeting with the County and its representatives and stakeholders, as necessary to communicate development of the project and design issues.
- Prepare agenda and sign-in sheets for external coordination/progress meetings.
- Prepare meeting minutes for review via email within three (3) business days of the external coordination/progress meeting.
- Conduct internal coordination meetings as required to advance the development of the project.

e. PROJECT DOCUMENTS/FILES:

- All contract documents, including native files, shall be turned over to the County at each milestone and at the completion of the project or as requested. Documents shall be posted to the County's project management database.

f. DELIVERABLES:

- Monthly Invoices and Progress Reports including Deliverable Table
- Meeting Minutes, Sign-In Sheets, and Agendas
- Project Files
- QA/QC Documentation with Deliverable

2. UTILITY COORDINATION SUPPORT

***As this is a Road Bond Project, direct coordination with utilities will be conducted through the County's existing utility coordination contract with Cobb Fendley and Associates. The Engineer will provide support as described below:***

a. INCORPORATE UTILITY INFORMATION INTO ENGINEERING DRAWINGS

- Incorporate utility information provided by others into design files.
- Add utility notes to plans and exhibits as necessary.
- Consider/incorporate utility work into traffic control phasing plans as necessary.

b. UTILITY MEETINGS

- Meet with utility coordinator and review utility impacts and potential relocations to identify appropriate approach to reducing/mitigating impacts **[up to 2 meetings]**.
- Attend meetings with utilities as requested **[up to 2 meetings]**

c. DELIVERABLES:

- Utility information incorporated into plans and design files.
- Reviews of utility relocation plans.

3. SURVEYING

a. FIELD SURVEYING:

- Survey the corridor area at approximately [100ft x 100ft grid or less, 100-ft on each side of the roadway alignment centerline] including identify existing landowners, deed recordation information, locate visible improvements and utilities including driveways, water wells, storage tanks, drainage structures (size, material, flowline elevations), edge of pavement/shoulder, physical centerline, guardrail, fences, signs, mailboxes, trees 12" inch diameter and greater, locate property boundaries sufficient to re-establish ROW.
- Establish horizontal and vertical control and set temporary benchmarks.

b. DELIVERABLES:

- Mapping in 2-D and 3-D MicroStation Files (Grid or Datum)
- DTM of Proposed Corridor

4. DRAINAGE STUDY

a. HYDROLOGIC/HYDRAULIC MODELING ([**1**] major channel crossings, [**1**] cross drainage structures assumed):

- Prepare hydrologic and hydraulic models or modify existing models (FEMA, drainage districts, river authorities, cities, etc.) if available, to define the drainage infrastructure required for the project. Detail the methodologies employed and recommendations. The analysis will include: preparation of a preliminary design of the right of way drainage



system, cross drainage structures, right-of-way drainage, major channel crossings to reflect the existing and proposed conditions, recommended minimum pavement elevations based on cross drainage flood elevations, right of way requirements, identify potential needs for FEMA Coordination. HEC-RAS shall be utilized for all stream modeling. HY-8 will be utilized for all culverts. Atlas 14 impacts will be reviewed and incorporated.

- Develop existing channel cross sections based on data collection.
- Exhibits and analysis will be prepared in the GIS environment to the extent practical.

b. FEMA COORDINATION:

- Coordinate with Local Floodplain Administrator as necessary throughout the project.

c. IMPACT AND MITIGATION ANALYSIS:

- Prepare an impact analysis to determine increases in peak flow rates for the 100-year storm including: existing and proposed peak flow rates, mitigation analysis, conceptual detention basin layouts, design of control structures, routing of storm hydrographs through basins, calculate the volume of fill to be placed in the 100-year floodplain, and recommend locations for compensatory storage.

d. DELIVERABLES:

- Final Drainage Report
- Floodplain Development Application

5. ENVIRONMENTAL SERVICES

- a. Coordinate with SWCA as needed for Environmental Tasks.

6. PLAN PREPARATION

- a. Plans shall be prepared per **Wilco and City of Georgetown** criteria including applicable submittal requirements per PS&E Development Plan Submittal Checklist including: cost estimate, checklists, hardcopies, CAD files, comment responses, design waivers/exceptions, general notes, quantities, updated design schedule, construction time determination.

b. ROADWAY:

- **Prepare** horizontal and vertical alignment of the roadway and cross streets, existing and proposed typical sections, cross sections created at appropriate increments and at cross drainage structures.
  - Base bid to include the new roadway connection between existing Tracy Chambers and Wilco Way with an alternate bid of the reconstruction and widening of existing Tracy Chambers. PS&E will include separate plan sheets and quantities for each.
- Prepare project layout sheets that identify the project area and limits of work.
- Prepare Survey Data Sheets that clearly indicate benchmark locations and associated control information.

c. DRAINAGE:

- Prepare hydraulic calculations for the design of drainage structures and detention structures on the project and inclusion in the plans.
- Develop drainage area maps delineating drainage area boundaries based on USGS topographic maps, local contour maps, and/or field survey data.
- Design and detail storm sewer system, drainage outfalls, cross drainage structures, culverts, channels, roadside ditches, minimum side slopes, and erosion and sedimentation control.
- Design and detail on-site stormwater detention measures or provide documentation along with supporting calculations justifying that the project is exempt from the on-site detention requirements stated in the Williamson County Design Criteria Manual.

d. SIGNING & MARKINGS:

- Prepare signing and marking layout per current version of Texas Manual of Uniform Traffic Control Devices (TMUTCD). Detail all non-standard signs or marking details as required for the project.

e. TRAFFIC CONTROL:

- Prepare traffic control plan sequence of construction narrative, phase layout sheets, and detour layout as needed to direct traffic around construction activities per Texas Manual of Uniform Traffic Control Devices (TMUTCD).

f. WATER QUALITY:

- Prepare water quality temporary and permanent Best Management Practices (BMPs) to comply with Texas Commission on Environmental Quality (TCEQ) regulations. Coordination with Doucet Engineers to provide exhibits for a Draft and Final **Water Pollution and Abatement Plan** to be used.
- Prepare Stormwater Pollution Prevention Plan (SWPPP) and EPIC Sheet.

g. ILLUMINATION

- Prepare illumination design and sheets. Match existing luminaires at headquarters building, following similar pattern and light pole.

h. DELIVERABLES:

- Preliminary PS&E Submittal (Issued for review and permitting set)
- Final PS&E Submittal (Issued for review, permitting, and Construction set); see 100%/Final Plan Submittal Checklist
- Exhibits and documentation for Water Pollution and Abatement Plan
- Final Drainage Report and Drainage Models

7. BIDDING PHASE SERVICES

a. BIDDING PHASE SERVICES:

- Prepare all applicable construction documents for bidding including final signed and sealed plans with any joint bid utility plans incorporated; final general notes, specification list, special specifications and signed & sealed cover for project construction manual. Final construction time determination which also includes any joint bid utilities.
- Attend the pre-bid meeting. Respond to bidder's questions during the bid period. Prepare project addenda during bid period. Analyze contractor bids, prepare bid tabulation, and make recommendation for award to the apparent low bidder. Attend the pre-construction conference.

b. DELIVERABLES:

- Signed and sealed final bid documents
- Addenda as necessary

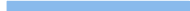




















- Bid analysis and recommendation for award

8. EXCLUSIONS

- a. Construction Phase Services
- b. Nationwide Permit (NWP) 14 with a Pre-Construction Notification (PCN)
- c. CLOMR / LOMR
- d. Constraints Map
- e. Public Involvement
- f. Right of Way (ROW) and Mapping
- g. Condemnation Support
- h. Schematic Development
- i. Traffic Data Collection, Traffic Projections, and Signal Warrant Analysis
- j. TxDOT NEPA Documentation
- k. Geotechnical Services
- l. Noise walls
- m. Utility Relocation Estimates

ATTACHMENT C  
WILCO WAY  
DESIGN SCHEDULE

ID	Task Name	Duration	Start	Finish	Predecessor	% Complete	Successor							
1	Williamson County - Wilco Way WA#1 Schedule	138 days	Wed 4/16/25	Sun 8/31/25		0%		A	M	J	J	A	S	
2	Milestones	138 days	Wed 4/16/25	Sun 8/31/25		0%								
3	Start Date	1 day	Wed 4/16/25	Wed 4/16/25		0%	4							
4	Notice to Proceed = Date of Execution	0 days	Wed 4/16/25	Wed 4/16/25	3	0%	18,8,11,1							
5	Work Authorization Termination	0 days	Sun 8/31/25	Sun 8/31/25	32	0%								
6	Design Development Activities	44 days	Thu 4/17/25	Fri 5/30/25		0%								
7	Project Management	20 days	Thu 4/17/25	Tue 5/6/25		0%								
8	Coordinate Activities	20 days	Thu 4/17/25	Tue 5/6/25	4	0%								
9	Prepare Project Schedule	15 days	Thu 4/17/25	Thu 5/1/25	4	0%								
10	Utility Coordination Support	5 days	Thu 4/17/25	Mon 4/21/25		0%								
11	Coordinate utilities into design	5 days	Thu 4/17/25	Mon 4/21/25	4	0%	22							
12	Design Survey	5 days	Thu 4/17/25	Mon 4/21/25		0%								
13	Ground Survey	5 days	Thu 4/17/25	Mon 4/21/25	4	0%	22							
14	Drainage Study	7 days	Thu 4/17/25	Wed 4/23/25		0%								
15	Drainage Study	7 days	Thu 4/17/25	Wed 4/23/25	4	0%	16							
16	Submit Stormwater Permit	0 days	Wed 4/23/25	Wed 4/23/25	15	0%	25							
17	Environmental Services	28 days	Thu 4/17/25	Wed 5/14/25		0%								
18	Perform Environmental Services	28 days	Thu 4/17/25	Wed 5/14/25	4	0%	19							
19	Submit All Final Environmental Reports	0 days	Wed 5/14/25	Wed 5/14/25	18	0%								
20	Plan Preparation (PS&E)	44 days	Thu 4/17/25	Fri 5/30/25		0%								
21	100% Plan Design	5 days	Thu 4/17/25	Mon 4/21/25	4	0%	22							
22	Submit 100% Plans	0 days	Mon 4/21/25	Mon 4/21/25	21,11,13	0%	23							
23	GEC / County Final Review	3 days	Tue 4/22/25	Thu 4/24/25	22	0%	24							
24	Final Plans	7 days	Fri 4/25/25	Thu 5/1/25	23	0%	25							
25	Submit Final Plans	0 days	Thu 5/1/25	Thu 5/1/25	24,16	0%	26							
26	Document preparation / Court Approval	12 days	Fri 5/2/25	Tue 5/13/25	25	0%	27,30							
27	Project Advertising	16 days	Wed 5/14/25	Thu 5/29/25	26	0%	28							
28	Contractor Selection	1 day	Fri 5/30/25	Fri 5/30/25	27	0%								
29	Bidding Phase Services	50 days	Wed 5/14/25	Wed 7/2/25		0%								
30	Bidding Phase Services	50 days	Wed 5/14/25	Wed 7/2/25	26	0%	32FS+60							
31	Contract End	0 days	Sun 8/31/25	Sun 8/31/25		0%								
32	Contract End	0 days	Sun 8/31/25	Sun 8/31/25	30FS+60	0%	5							

Work Authorization No. 1 Termination Date: August 31, 2025	Task		External Tasks		Manual Task		Finish-only		Manual Progress 
	Split		External Milestone		Duration-only		Deadline		
	Milestone		Inactive Task		Manual Summary Rollup		Critical		
	Summary		Inactive Milestone		Manual Summary Start-		Critical Split		
	Project Summary		Inactive Summary		only		Progress		

ATTACHMENT D: FEE SCHEDULE  
WILLIAMSON COUNTY

Wilco Way (Formerly Tracy Chambers)

American Structurepoint Inc. - WA#1 - Reconstruction of Existing Tracy Chambers Lane

Task	American Structurepoint	Scheibe Consulting	Total Labor
1. Project Management and Coordination	\$15,810.00	\$11,234.00	\$27,044.00
2. Utility Coordination Support	\$2,055.00		\$2,055.00
3. Surveying	\$0.00	\$4,800.00	\$4,800.00
4. Drainage Study	\$0.00	\$12,000.00	\$12,000.00
5. Environmental Services	\$1,090.00		\$1,090.00
7. Plan Preparation	\$104,170.00	\$71,624.00	\$175,794.00
8. Bidding Phase Services	\$8,760.00	\$6,960.00	\$15,720.00
Unit Costs & ODE	\$105.00	\$112.00	\$217.00
TOTAL	\$131,990.00	\$106,730.00	\$238,720.00

**ATTACHMENT D: FEE SCHEDULE**  
**WILLIAMSON COUNTY**  
**Wilco Way (Formerly Tracy Chambers Lane) WA1**

**American Structurepoint Inc. - WA#1 - Reconstruction of Existing Tracy Chambers Lane**

[illegible]

Attachment D - Fee Schedule  
Williamson County  
Wilco Way (Formerly Tracy Chambers) - WA1

Scheible Consulting					Staff															
Professional Service Description			Total Task Hours (Scheible)	Total Task Cost	Project Principal	Senior Project Manager	Senior Engineer	Engineer VI	Engineer V	Engineer IV	Engineer III	Engineer II	Engineer I	EIT III	EIT II	EIT I	CAD Tech III	RPLS II	1- Man Survey Crew	Admin III
					\$ 300.00	\$270.00	\$270.00	\$238.00	\$216.00	\$190.00	\$180.00	\$170.00	\$165.00	\$146.00	\$135.00	\$125.00	\$115.00	\$200.00	\$160.00	\$103.00
1. Project Management			48.0	\$ 11,234																
A		Prepare Invoices and Monthly Progress Reports	11.0	\$ 2,392	3.0		4.0													4.0
B		Project File Management	10.0	\$ 2,092	2.0		4.0													4.0
C		Project Meetings	27.0	\$ 6,750	9.0		9.0				9.0									
3. Surveying			30.0	\$ 4,800																
A		Site Visit/Field Survey (2 structures)	30.0	\$ 4,800	2.0						4.0						8.0		16.0	
4. Drainage Study			60.0	\$ 12,000																
A		Update Existing Conditions H&H Models	30.0	\$ 6,000	2.0		4.0				24.0									
B		Perform Proposed Conditions H&H Analysis	30.0	\$ 6,000	2.0		4.0			24.0										
6. Plan Preparation (Drainage/WQ Design Services)			344.0	\$ 71,624																
A		Drainage Design	48.0	\$ 9,840	4.0		8.0				36.0									
B		WQ Design and coordination	48.0	\$ 9,840	4.0		8.0				36.0									
C		Coordination on Review Comments	120.0	\$ 24,344	16.0		16.0				80.0									8.0
D		Construction Document Preparation (WA & Drainage)	128.0	\$ 27,600	8.0		40.0				80.0									
7. Bidding Phase Services			28.0	\$ 6,960																
A		General Support	28.0	\$ 6,960	4.0		16.0				8.0									
END BASIC SERVICES																				
Total Basic Service Hours:			510	\$ 106,618	56	0	113	0	0	0	301	0	0	0	0	0	8	0	16	16
Total Basic Services			510	\$ 106,618																



ATTACHMENT D: FEE SCHEDULE  
WILLIAMSON COUNTY

Wilco Way

Other Direct Expenses (American Structurepoint, Inc.)

Direct Expenses	Rate	Unit	Quantity	Cost
Mileage	\$ 0.70	Miles	150	\$ 105.00
			SUB TOTAL	\$ 105.00
Scheibe				
Mileage	\$ 0.700	Miles	160	\$ 112.00
				\$ -
				\$ -
			SUB TOTAL	\$ 112.00
TOTAL				\$ 217.00