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AGENDA ITEM REQUEST FORM

Hays County Commissioners Court

Tuesdays at 9:00 AM

Request forms are due in Microsoft Word Format via email by 2:00 p.m. on Wednesday.

AGENDA ITEM

Discussion and possible action to authorize the County Judge to execute Supplemental Work Authorization No. 1 to a Professional Services Agreement in an increased amount not to exceed \$44,906.00 with HNTB Corporation for design services on a STP MM funded project to provide left turn lanes at the intersection of RM 12 with Oakwood Loop, Summer Mountain Dr, Rancho Encino Dr. and Falconwood Dr.

ITEM TYPE	MEETING DATE	AMOUNT REQUIRED
ACTION-ROADS	April 2, 2013	\$44,906.00

LINE ITEM NUMBER

AUDITOR USE ONLY

AUDITOR COMMENTS:

PURCHASING GUIDELINES FOLLOWED: N/A

AUDITOR REVIEW: N/A

REQUESTED BY	SPONSOR	CO-SPONSOR
Borcherding	CONLEY	N/A

SUMMARY

The County has executed a Professional Services Agreement with HNTB Corporation in an amount not to exceed \$187,000.00 for PS&E services for the RM 12 Left Turn Lane project. Work completed to date by HNTB has raised questions about the need to identify possible savings in construction cost, for alternatives to retaining walls and for additional care in tree protection. Supplemental Work Authorization No. 1 would fund the additional necessary work.

FILED: April 2, 2013
HAYS COUNTY COMMISSIONERS' COURT
Resolution # 28907 VOL V PG 127

SUPPLEMENTAL WORK AUTHORIZATION NO. 1
WORK AUTHORIZATION NO. 1

This Supplemental Work Authorization No. 1 to Work Authorization No. 1 is made pursuant to the terms and conditions of the Agreement entered into by and between Hays County, Texas, a political subdivision of the State of Texas, (*the "County"*) and HNTB Corporation (*the "Engineer"*).

Part 1. The *Engineer* will provide the following engineering services:

The work to be performed by the *Engineer* under this Work Authorization shall consist of performing professional engineering services for the addition of left turn lanes on RM 12 at the intersections of Summer Mountain Drive/Oakwood Loop West, Oakwood Loop East, and Rancho Encino Drive/Falconwood Drive in Hays County.

Part 2. Without modification, the maximum amount payable for services performed under this Billing Rates Supplemental Work Authorization No. 1 is \$44,906.00, which increases the total fee from \$187,000.00 to 231,906.00. A fee schedule used to establish the maximum amount payable is attached hereto as Attachment D1. The **Engineer** may alter the compensation distribution between individual phases, tasks or work assignments to be consistent with the Services actually rendered, within the total amount. The billing rates and classifications are attached hereto as Attachment D2.

Part 3. Payment to the *Engineer* for the services established under this Supplemental Work Authorization No. 1 shall be made in accordance with the Agreement.

Part 4. No change is made to the current termination date of **December 31, 2013**, unless extended by a Supplemental Work Authorization.

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

ATTACHMENT A (con't.)

Part 6. This Supplemental Work Authorization No. 1 to Work Authorization No. 1 is hereby accepted and acknowledged below.

ENGINEER:
HNTB Corporation

COUNTY:
Hays County, Texas

By: _____
Signature

By: _____
Signature

Glenn G. Gregory, Jr., P.E.
Printed Name

Printed Name

Vice President
Title

Title

Date

Date

LIST OF EXHIBITS

Exhibit B – Services to be Provided by the Engineer

Exhibit D1 - Fee Schedule

Exhibit B – Services to be Provided by the Engineer

SOCIAL, ECONOMIC AND ENVIRONMENTAL STUDIES (FUNCTION CODE 120)

Public Involvement

Prepare for and attend one public meeting.

SURVEY MAPPING (FUNCTION CODE 150)

Tree Survey Tagging

Perform 3 days of field work to flag the approximately 550 trees per the following color coding:

- Green – tree to remain
- Yellow – tree to potentially remain
- Red – tree to be removed

ROADWAY DESIGN CONTROLS (FUNCTION CODE 160)

The roadway design will be modified to include the incorporation of a rock cut as an alternative to a retaining wall at the Rancho Encino/Falconwood Dr location.

- Modify cross sections in the location of the rock cut
- Earthwork will be calculated and quantities updated in the roadway summary
- Revise roadway plans as necessary for the rock cut

Perform a cost savings exercise to find solutions which will lower the construction cost

- Coordinate with TxDOT to develop an alternative pavement design
- Discuss alternatives with Hays County

Design and develop plans for tree protection

- Determine impacts from proposed roadway improvements to trees.
- Identify trees to be removed, protected and to remain in plans.
- Develop tree protection plan and details and include in plans.

Quality Control/Quality Assurance for Roadway Design activities listed above

PROJECT MANAGEMENT/ADMINISTRATION

(FUNCTION CODE 164)

Project Management and Administration

The *Engineer* shall manage activities associated with the project.

- Attend (2) meetings with Hays County and/or TxDOT to discuss cost savings measures for the project.
- Coordinate with Hays County and geotechnical consultant for purposes of obtaining geotechnical information pertinent to the project.

CONSTRUCTION PHASE SERVICES (FUNCTION CODE 351)

Respond to Requests for Information

The *Engineer* shall be available to respond to RFIs submitted by the Contractor related to the plans and specifications) as needed throughout the duration of the construction, which is dependent upon the number of RFIs and hours provided by the work authorization. Refer to Exhibit D1 for the number of hours allotted for this task. Once the hours allocated have been used, a supplemental agreement will be required to address additional questions. This agreement includes 15 RFIs at 2 hours per RFI.

The *Engineer* shall document each question in sufficient detail, formulate a response and submit a written version of the response to the Contractor.

Shop Drawing Review

Shop drawings shall be reviewed by the *Engineer* for conformance to the plans and specifications. Refer to Exhibit D1 for the number of hours allotted for this task. Once the hours allocated have been used, a supplemental will be required to address additional questions. This agreement includes 10 sheets of shop drawings.

If the drawing is found to be in conformity, or an alternate design is adequate and acceptable, the drawing shall be marked "No Exceptions Taken" with signature, date and statement that "Review is only for general conformance with the design concept of the contract documents. Markings or comments shall not be construed as relieving the contractor from compliance with the project plans and specifications, nor departures there-from. The Contractor remains solely responsible for details and accuracy, for confirming and correlating all quantities and dimensions, for selecting fabrication processes, for techniques of assembly, for safety and for satisfactory performance of his work."

If there are only minor corrections, the incorrect information shall be crossed out and the correct information shall be written next to the crossed out information. All redlines shall be done in indelible red ink. The submittal shall be returned marked "Make Correction as Noted" and no re-submittal shall be required.

If the corrections are more significant and the *Engineer* does not concur with the information on

the drawings, then the submittal shall be returned marked "Amend and Resubmit." The Drawings must then be resubmitted for a second review.

If the drawings are found not to be in conformity, the drawings shall be marked "Rejected See Remarks." An explanation of why the submittal was disapproved shall be provided in enough detail for the Contractor to be able to make the corrections for re-submittal.

A cover letter shall be returned with the reviewed drawings containing:

- A description of the submittal;
- The status of the submittal;
- A listing of sheet numbers and titles reviewed;
- If the design reviewed was an alternate design, a notation declaring that an alternate design was presented and what criteria were used to determine if the alternate design is adequate and acceptable and;
- If the submittal was not "accepted without exception", an explanation of the exceptions.

The *Engineer* shall not accept shop drawing or sample submittals from anyone other than Contractor.

FUNCTION CODE / TASK DESCRIPTION	NO. OF SHEETS	NO. OF STUDY OTHERS	Project Manager	Design/Project Manager	Engineer IV	Engineer III	Engineer II	Project Administrator	Admin	TOTAL HOURS	TOTAL COST
FC10 - ENVIRONMENTAL STUDIES	8.00	0	195.00	154.00	158.00	126.00	80.00	97.00	59.00	8.00	4,752.00
Public Meetings	8.00	0	8.00	0.00	0.00	0.00	8.00	0.00	0.00	0	0
FC10 SUBTOTAL	8.00	0	203.00	154.00	158.00	126.00	88.00	97.00	59.00	8.00	4,752.00
FC16 - ROADWAY DESIGN CONTROLS	6.00	0	8.00	8.00	8.00	32.00	30.00	0.00	0.00	6.00	9,984.00
Modify plan design for rock cut	6.00	0	8.00	8.00	8.00	32.00	30.00	0.00	0.00	6.00	9,984.00
Perform cost-savings exercise	2.00	0	2.00	2.00	2.00	8.00	7.50	0.00	0.00	2.00	2,100.00
Construction Design	2.00	0	2.00	2.00	2.00	8.00	7.50	0.00	0.00	2.00	2,100.00
QA/QC	2.00	0	2.00	2.00	2.00	8.00	7.50	0.00	0.00	2.00	2,100.00
FC16 SUBTOTAL	12.00	0	20.00	20.00	20.00	80.00	75.00	0.00	0.00	12.00	14,284.00
FC18 - PROJECT MANAGEMENT	4.00	0	1.00	1.00	1.00	4.00	4.00	0.00	0.00	4.00	448.00
Meetings and Administration	4.00	0	1.00	1.00	1.00	4.00	4.00	0.00	0.00	4.00	448.00
Meetings w/ CDDT & Hwy County Cost savings	8.00	0	8.00	8.00	8.00	32.00	32.00	0.00	0.00	8.00	7,840.00
Coordination for Glensh bearing	8.00	0	8.00	8.00	8.00	32.00	32.00	0.00	0.00	8.00	7,840.00
FC18 SUBTOTAL	12.00	0	16.00	16.00	16.00	64.00	64.00	0.00	0.00	12.00	8,328.00
FC19 - RPA and Stop Drawings	14	0	47	14	58	32	140	2	10	311	4,304
Stop Drawing Review (12 Sheets)	14	0	47	14	58	32	140	2	10	311	4,304
FC19 SUBTOTAL	14	0	47	14	58	32	140	2	10	311	4,304
TOTAL SHEETS	34	0	148	182	246	238	382	97	69	40	46,268.00
TOTAL HOURS	34	0	148	182	246	238	382	97	69	40	46,268.00
TOTAL COST	34	0	3,472.00	9,305.00	12,520.00	9,162.00	12,480.00	184.00	592.00	40	46,268.00
HOURLY PERCENT OF TOTAL	4.5%	0%	15.1%	2.6%	18.6%	10.3%	48.0%	0.6%	3.2%	100.0%	

ITEM	AMT.	SETS	SPF	UNIT	COST/ESTIMATE	CITY	COST
COOD PLOTTING	0	0	0	SP	1.50	40	60.00
11X 17" MYLAR	0	0	0	SHEET	4.18	0	0
8 1/2 X 11" BW PAPER COPIES	0	0	0	SHEET	0.04	50	2.00
8 1/2 X 11" CW PAPER COPIES	0	0	0	SHEET	0.38	24	9.12
11X 17" COLOR PAPER COPIES	0	0	0	SHEET	0.75	50	38.00
FAX COPIES	0	0	0	SHEET	0.00	0	0
PRINTING DEVELOPMENT	0	0	0	DAY	100.00	0	0
MEALS	0	0	0	DAY	30.00	0	0
STANDARD POSTAGE	0	0	0	EA	0.46	128	61.00
EXPRESS MAIL FEES	0	0	0	EA	20.00	0	0
COURT REPORTER	0	0	0	EA	200.00	0	0
PUBLIC MEETING ADVERTISEMENT	0	0	0	EA	1,000.00	0	0
Total Direct Expenses							186.00
Loonik, Inc. - geo boring staining				EA	1.5	15	900.00
Loonik, Inc. - tree tagging				EA	1.5	15	3,070.00
Total Subcontract Expense							4,270.00
TOTAL DIRECT EXPENSES							4,456.00

Exhibit D2 - Classifications and Rates

HNTB Corporation

Classifications	Hourly Billing Rate
Project Principal	\$308.00
Senior Project Advisor	\$332.00
Sr. Project Manager	\$248.00
Project Manager	\$198.00
Quality Manager	\$224.00
Deputy Project Manager	\$154.00
Business Manager	\$137.00
Project Administrator	\$97.00
Senior Admin	\$77.00
Admin	\$59.00
Construction Manager	\$224.00
Roadway Task Leader	\$200.00
Structural Task Leader	\$150.00
Senior Engineer	\$176.00
Engineer IV	\$158.00
Engineer III	\$126.00
Engineer II	\$89.00
Engineer I	\$75.00
Senior Designer	\$144.00
Designer	\$91.00
Senior CADD Tech	\$111.00
CADD Tech	\$76.00
GIS Specialist	\$113.00
Environmental Task Leader	\$238.00
Senior Planner	\$157.00
Planner III	\$113.00
Planner II	\$103.00
Planner I	\$81.00
Senior PI Representative	\$125.00
PI Representative	\$93.00

Cobb Fendley & Associates, Inc.

Classifications	Hourly Billing Rate
Project/SUE Manager	\$150.00
SR. Engineer	\$190.00
Project Engineer III	\$145.00
Project Engineer II	\$125.00
Project Engineer I	\$95.00
Utility Specialist	\$105.00
Technician III	\$95.00
Technician II	\$85.00
Technician I	\$75.00
Adm/Clerical	\$60.00

Loomis Partners

Classification	Hourly Billing Rate
Chief Surveyor	\$150.00
Project Surveyor II	\$110.00
Project Surveyor I	\$95.00
Survey Technician II	\$80.00
2 Person Field Crew	\$140.00