

KASBERG, PATRICK & ASSOCIATES, LP

By: 

10-29-21
Date

CITY OF ROUND ROCK

APPROVED AS TO FORM:

By: _____
Craig Morgan, Mayor

Stephan L. Sheets, City Attorney

Date

ADDENDUM TO EXHIBIT A
City Services

The City will provide the following information and other assistance to the Engineer (Kasberg, Patrick & Associates, LP) that the City deems appropriate and necessary:

1. Any readily available pertinent existing information relating to the services to be performed by the Engineer; the City will provide one copy of such information in a format chosen by the City.
2. Clear direction and/or response to questions or requests made by the Engineer in the course of the Engineer's performance of services.
3. Timely review of deliverables that have been properly completed and submitted by the Engineer; and timely provisions of comments, if any, to the Engineer resulting from said reviews.
4. Arrange for the Engineer and their Sub-Consultants to access public and private property as required to perform services under this contract.
5. Furnish permits and approvals for all governmental authorities with jurisdictions over the project and pay all fees associated with the permits and approvals.
6. Secure easements as required for design and construction of the project.
7. Provide Word or PDF files containing current City of Round Rock front end and specification documents for incorporation into Contract Documents.

ADDENDUM TO EXHIBIT B

Engineering Services

1. PROJECT DESCRIPTION

Design of rehabilitation and replacement of wastewater lines ranging from 6” to 36” in diameter in Basins 4 & 5.

2. SCOPE OF WORK

The scope of Work for this project has been divided into the following tasks:

- Task 1: Final Design
- Task 2: Bidding
- Task 3: Construction Administration

2.1 Work Breakdown Structure Tasks and Description

2.1.1 Task 1: Final Design

Task Description:

- A. The ENGINEER will incorporate the decisions and concepts from the schematic design meetings into the final design.
- B. The ENGINEER will develop plan and profile drawings for the proposed improvements and include existing utilities to show any conflict. If conflict does occur, the ENGINEER will design the project to avoid or relocate any conflicts.
- C. The ENGINEER will design wastewater rehabilitation and construction methods.
- D. The ENGINEER will incorporate the construction method for wastewater improvements into the final design. Plan sheets will be created for these sections and include details.
- E. The ENGINEER will prepare final details for the project and incorporate these into the final design sheets.
- F. The ENGINEER will prepare bid set documents that require the Contractor to provide, submit, and receive applicable SWPPP permits, implement erosion control measures and submit applicable Notice of Intent with the TCEQ.
- G. The ENGINEER will prepare a final bid schedule and any special technical specifications for the project. These documents will be emailed to City Staff for review and comment. All comments will be incorporated into the documents for inclusion into the Contract Documents to be prepared by the City.
- H. The ENGINEER will deliver review sets of the design sheet sets at the 60% and 90% stages. Three (3) sets of each stage will be delivered to the City for review. All comments will be incorporated in the design sets.
- I. The ENGINEER will prepare final design bidding documents to include plans, special technical specifications, and bid schedule. The plan sheets will be on 11x17 sheets. Bid items will require the Contractor to include traffic control plans signed by a Texas registered Professional Engineer for work within roadways.
- J. The ENGINEER will prepare and submit a Sewage Collection System submittal to the TCEQ, where applicable for extending wastewater system. If a SCS plan is deemed required, the ENGINEER and any special services, such as environmental and

- geotechnical, required to complete the plan and permit will be compensated at a negotiated fee under a supplemental agreement.
- K. Rehabilitation work for this project involves existing public utility wastewater system lines and structures. Researching and obtaining additional easements is not included in the scope of this task order.

2.1.2 Task 2: Bidding

Task Description:

- A. The ENGINEER will prepare for the Pre-Bid Conference, develop an agenda and sign in sheet, conduct the Pre-Bid Conference, take notes at the conference, prepare minutes and incorporate into the addenda.
- B. The ENGINEER will receive all questions from bidders, log the questions and answer in the form of an addenda.
- C. The ENGINEER will research the low bidder(s) qualifications and recommend award to the City of Round Rock.

2.1.3 Task 3: Construction Administration

Task Description:

- A. The ENGINEER will incorporate plan changes/modifications that were developed thru the bidding process and prepare and distribute a Released For Construction Plan Sets to the City and Contractor.
- B. The ENGINEER will schedule and conduct the Pre-Construction Conference. Minutes from the conference will be taken and distributed.
- C. The ENGINEER will receive and review all submittals and material samples for the project. Documentation for the submittals will be generated and distributed to the City of Round Rock and the contractor.
- D. The ENGINEER will hold regularly scheduled construction progress meetings. These meetings will include meeting agendas covering project specifics and schedules. Notes will be taken by the ENGINEER at the meetings. Minutes will then be developed and distributed to the City of Round Rock Staff and the contractor.
- E. The ENGINEER will make periodic visits to the project site. These site visits are utilized to perform a general overview of the project and answer any questions the contractor may have. The City of Round Rock will provide daily on-site representation for the project.
- F. The ENGINEER will conduct a final walk through of the project. Punch list items will be generated during this review. A letter addressed to City Staff will be generated discussing the findings of the walk through. The contractor will be copied on this letter as well.
- G. The ENGINEER will develop final record drawings for the City of Round Rock Staff. The record drawings will be presented in electronic form with pdf of each plan sheet and provided via thumb drive or DVD. A digital CAD file will also be provided to the City, which will include shape file for the new wastewater lines. A full 11"x17" hard copy can also be made available upon request.

3. KEY PERSONNEL

A summary of the proposed engineering team including names and titles are presented in table B-1.

**TABLE B-1
SUMMARY OF PROPOSED ENGINEERING TEAM PERSONNEL**

NAME	TITLE
Trae Sutton, P.E., CFM	Partner, Project Manager
Michael Newman, P.E., CFM	Design Engineer
Addison Skrla, P.E.	Design Engineer
Sam Blumenthal, E.I.T.	Engineer-in-Training
Laura Chapman, P.M.P.	Environmental Scientist
Sean Iliff	CADD Technician
Bruce Richardson	CADD Technician
Chelsea Hebert	CADD Technician

ADDENDUM TO EXHIBIT C
Work Schedule

The City and ENGINEER agree with the project schedule below based on an anticipated Notice To Proceed on or before December 1, 2021

Estimated Date	Milestone
Complete	Draft Report
Complete	Final Report
March 15, 2022	Final Plans/Specifications
May 15, 2022	Bidding and Award
December 15, 2022	Construction

ADDENDUM TO EXHIBIT D
Fee Schedule

Project Name: Cycle 3 – Basin 4 and 5 – Wastewater Main Rehabilitation

Task	Total Labor Hours	Total Loaded		Other		Subconsultants	TOTALS
		Labor Cost	Labor Cost	Direct Costs	Subconsultants		
Task 1: System Review and Report Preparation							
Task 2: Data Collection & Site Surveys	38	\$ 4,520.00	\$ -	Complete		\$ 24,800.00	\$ 29,320.00
Task 3: Final Design	812	\$ 102,080.00	\$ 1,250.00			\$ -	\$ 103,330.00
Task 4: Bidding	49	\$ 6,460.00	\$ 250.00			\$ -	\$ 6,710.00
Task 5: Construction Administration	239	\$ 32,310.00	\$ 600.00			\$ -	\$ 32,910.00
GRAND TOTAL:	1,138	\$ 145,370.00	\$ 2,100.00			\$ 24,800.00	\$ 172,270.00