




III.

Article 4, Compensation and Exhibit D, Fee Schedule shall be amended by increasing by \$124,980.00 the maximum amount payable under the Contract for a total of \$221,560.00, as shown by the attached Addendum to Exhibit D.

**IN WITNESS WHEREOF**, the City and the Engineer have executed this Supplemental Contract in duplicate.

*[signature pages follow]*

**PLUMMER ASSOCIATES, INC.**

**By:** 

**Printed Name:** Mary Portillo

**Title:** Principal in Charge

**Date Signed:** 5/4/2026

**CITY OF ROUND ROCK**

**APPROVED AS TO FORM:**

**By:** \_\_\_\_\_  
**Craig Morgan, Mayor**

\_\_\_\_\_  
**Stephanie L. Sandre, City Attorney**

\_\_\_\_\_  
**Date**



**ADDENDUM TO EXHIBIT A**  
**City Services**

The City of Round Rock will furnish to the Engineer the following items/information:

- Attend kickoff meeting (1 for SSO Manual) and progress meetings (1/month).
- Designate a person to act as City's representative with respect to the services to be performed or furnished by the Engineer. This representation will have authority to transmit instructions, receive information, interpret, and define City's policies and decisions with respect to engineering services.
- Provide criteria and full information as to City's requirements for the project, including objectives and constraints and furnish copies of standards which City will require to be included in the project.
- Assist Engineer by placing available information pertinent to the Project, including previous information and other data relative to the Project at the Engineer's disposal.
- Provide digital design files or records available which would assist in the completion of the project development.
- Timely review, up to 10 business days, and comment on the draft deliverables.

**ADDENDUM TO EXHIBIT B**  
**Engineering Services**

Attached Behind This Page

## EXHIBIT B

### TWDB Funding Support Services

Support Services to be provided for the Additional TWDB Funding Support Amendment of the 40 MGD Expansion project:

#### Background

The Brushy Creek East (BCE) Regional Wastewater Treatment Plant (Plant) is owned by the Brushy Creek Regional Wastewater System (BCRWWS), who are the Cities of Round Rock, Cedar Park, Leander and Austin (Partners). The engineering team, led by Prime consultant Plummer Associates, and sub consultants Freese & Nichols and Lochner (Engineer) designed the most recent 10 MGD expansion, increasing the Plant's capacity from 30 MGD to 40 MGD.

The City has been invited to apply for \$60 million from the Clean Water State Revolving Fund (CWSRF) for the BCE 40 MGD Expansion project. The City intends to pursue this funding and has expressed interest in retaining Plummer's support for the funding application process till loan closing. Additionally, the City has requested Plummer's services in updating their Sanitary Sewer Overflow (SSO) Manual.

#### SCOPE – Additional Detailed Design Services

The purpose of this scope of services is to provide additional services for:

1. FY 2027 PIF Submission
2. SSO Manual Updates
3. Additional Support for TWDB Loan Closing

#### **Task 1: FY 2027 PIF Submission**

To apply for additional funding from the TWDB for the BCE 40MGD Expansion project, Plummer will prepare the FY 2027 TWDB loan application Project Information Form (PIF) for submission. This includes outlining the Plant's current and future capacity, schedule and budget of the project, predicted environmental impacts, and technical features.

#### **Tasks:**

The scope of work for Task 1 is further defined in the following sub-tasks, including:

- A. PIF Preparation
- B. Quality Management

#### **A. PIF Preparation**

Plummer will prepare the PIF for the City's online submission.

**Deliverables: Final PIF prepared for online submission to TWDB**

#### **B. Quality Management**

Plummer will conduct QA/QC reviews for PIF application.

**Schedule:**

- Refer to Exhibit C for Timeline of Work.

**Compensation:**

- Refer to Exhibit D for Expected Hours and Fee.

**Task 2: SSO Manual Updates**

The City requested support services for updating their Sanitary Sewer Overflow (SSO) Manual dated 2022 for clarity of language, additional documentation, and compliance with current TCEQ standards. Plummer will review current regulatory standards to verify the Manual is in compliance and will provide necessary updates to the current Standard Operating Procedure (SOP) for operator use.

**Tasks:**

The scope of work for Task 2 is further defined in the following sub-tasks, including:

- A. Project Management
- B. Compliance Review
- C. Quality Management
- D. Updated Manual and SOP

**A. Project Management**

PM effort for this task includes communication and coordination, scope, schedule and budget management, monthly invoicing, status reports and other activities associated with project management. This task is expected to take up to 2 months to complete.

**B. Compliance Review**

Plummer will perform a compliance review of the City's current SSO Manual against TCEQ requirements.

**C. Quality Management**

Plummer will conduct QA/QC reviews for materials to be submitted to the City.

**D. Update Manual and SOP**

Engineering effort for this task includes a SSO response procedure for both field and administrative staff, investigation and documentation workflows, public notification procedures, and recordkeeping practices, and other sections necessary to update the SSO Manual. Plummer will update the City's Standard Operating Procedure (SOP) to accompany the updated Manual. During the review meeting, Plummer will provide one training on the steps to report an SSO to TCEQ and the use of the SOP.

**Meetings: One virtual (1) Kick-off Meeting with the City, up to one (1) hour and one virtual (1) Review Meeting with the City, up to two (2) hours.**

**Deliverables: Meeting notes, Draft SSO Manual and SOP, Final SSO Manual and SOP (2 hardcopy and 1 softcopy).**

**Schedule:**

- Refer to Exhibit C for Timeline of Work.

**Compensation:**

- Refer to Exhibit D for Expected Hours and Fee.

**List of Assumptions:**

1. Field investigations, hydraulic modeling, or site visits are not required.
2. Legal review is not included.
3. Work is limited to the wastewater collection system.
4. Revisions beyond stated review may require additional services.
5. GIS-based mapping is not included.
6. Integration with funding compliance requirements is not included.
7. On-call regulatory support is not included.
8. Submission to TCEQ as part of the SSO Initiative is voluntary and not required.

**Task 3: Additional Support for TWDB Loan Closing**

The previous supplemental provides the City with TWDB funding support until a previously estimated TWDB Loan Closing period of August 2026, with the assumption that the TWDB Loan Commitment Board meeting will take place in April 2026. The additional support task will cover the continued funding support due to the delays to the Board meeting date and additional time that TWDB will need to review the Engineering Feasibility Report (EFR), Environmental Information Document (EID) and Plans and Specifications (P&S). Plummer will provide ongoing TWDB funding support to the City through to the concurrence of Notice to Proceed (NTP) by the TWDB. This includes coordinating with the City and TWDB to meet regulatory standards and milestone dates, reviewing and responding to TWDB RFIs, and preparing key deliverables.

**Tasks:**

The scope of work for Task 3 is further defined in the following tasks, including:

- A. Project Management
- B. Quality Management
- C. TWDB Coordination
- D. City Coordination
- E. Deliverable and Form Support

**A. Project Management**

Includes PM effort for this under the budget for communication and coordination, scope, schedule and budget management, monthly invoicing, status reports and other activities associated with project management.

**B. Quality Management**

Plummer will conduct QA/QC reviews for materials to be submitted to the City and TWDB.

**C. TWDB Coordination**

Plummer will coordinate directly with TWDB staff, prepare for and attend TWDB meetings, and track TWDB requirements, milestones, and schedules. Plummer will prepare and track responses to TWDB RFIs.

**Meetings: Up to Five (5) virtual Meeting with TWDB, up to an hour each.**

**Deliverables: Meeting notes, Responses to RFIs received from TWDB.**

**D. City Coordination**

Plummer will conduct coordination meetings with City staff and provide guidance on TWDB process, risks, and schedule.

**Meetings: One (1) virtual Meeting per Month, up to an hour.**

**Deliverables: Meeting notes.**

**E. Deliverable and Form Support**

Plummer will provide necessary updates to the EFR, P&S, TWDB review packages, and related forms. The ENGINEER will assist in completing TWDB checklists required for submission as part of the funding application and process.

**Deliverables: Updates to EFR and P&S, submission of TWDB checklists.**

**Schedule:**

- Refer to Exhibit C for Timeline of Work.

**Compensation:**

- Refer to Exhibit D for Expected Hours and Fee.

**List of Assumptions:**

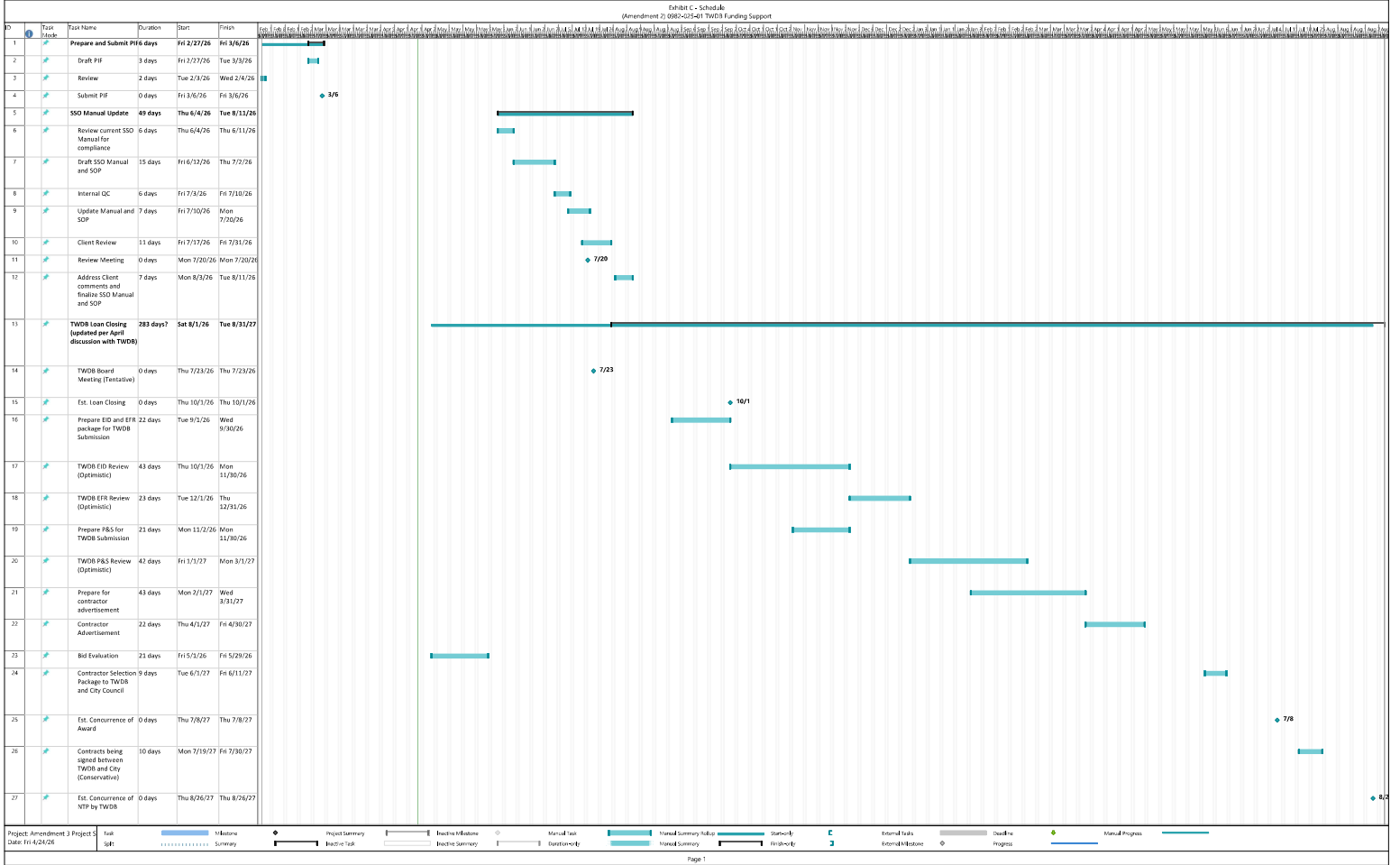
1. Project duration is based on the conservative schedule estimates and per TWDB's estimated review period and scheduled Board meeting for this project.
2. Anticipated RFIs:
  - a. Up to 20 RFIs.
3. Meeting frequency with the City:
  - a. 1 per month.
4. Scope does not include:
  - a. Detailed engineering design.
  - b. Construction phase.
5. Additional services may be required if:
  - a. TWDB requires significant re-submittals or additional studies.
  - b. Project scopes or funding program changes.
  - c. Environmental clearance becomes complex.
  - d. Additional funding applications are pursued.

<b>List of Meetings and Deliverables</b>			
<b>Sub-Task</b>		<b>Meetings</b>	<b>Deliverables</b>
FY 2027 PIF Submission	1.1 PIF Preparation	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>Final PIF submission</li> </ul>
	1.2 Quality Management	<ul style="list-style-type: none"> <li>Internal QC discussion</li> </ul>	<ul style="list-style-type: none"> <li>Reviewed PIF draft</li> </ul>
SSO Manual Updates	2.1 Project Management	<ul style="list-style-type: none"> <li>Internal task kickoff meeting</li> </ul>	<ul style="list-style-type: none"> <li>Monthly reports with invoicing</li> </ul>
	2.2 Compliance Review	<ul style="list-style-type: none"> <li>Internal discussions</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	2.3 Quality Management	<ul style="list-style-type: none"> <li>Internal QC discussions</li> </ul>	<ul style="list-style-type: none"> <li>Reviewed SSO Manual draft</li> <li>Reviewed SOP, templates</li> </ul>
	2.4 Updated SSO Manual and SOP	<ul style="list-style-type: none"> <li>1 kick-off meeting with the City</li> <li>1 review meeting with the City</li> </ul>	<ul style="list-style-type: none"> <li>Updated SSO Manual</li> <li>Updated SOP</li> <li>Reporting templates, if any</li> </ul>
Additional Support for TWDB Loan Closing	3.1 Project Management	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>Monthly reports with invoicing, invoices, schedule</li> </ul>
	3.2 Quality Management	<ul style="list-style-type: none"> <li>Internal QC discussions</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
	3.3 TWDB Coordination	<ul style="list-style-type: none"> <li>Up to 5 meetings with TWDB</li> </ul>	<ul style="list-style-type: none"> <li>Meeting notes</li> <li>Responses to RFIs received from TWDB</li> </ul>
	3.4 City Coordination	<ul style="list-style-type: none"> <li>1 meeting per month during the term of this agreement</li> </ul>	<ul style="list-style-type: none"> <li>Meeting notes</li> </ul>
	3.5 Deliverable and Form Support	<ul style="list-style-type: none"> <li>N/A</li> </ul>	<ul style="list-style-type: none"> <li>Updates to EFR and P&amp;S</li> <li>TWDB checklists</li> </ul>

**ADDENDUM TO EXHIBIT C**  
**Work Schedule**

Attached Behind This Page

Amendment 2 098-025-01 TWDB Funding Support



**ADDENDUM TO EXHIBIT D**  
**Fee Schedule**

Attached Behind This Page

Exhibit D - Fee Schedule

City of Round Rock Brushy Creek East Expansion to 40 MGD - TWDB Support_Amendment 2								
	Principal (hrs)	Proj Mgr (hrs)	Proj Engr (hrs)	Clerical (hrs)	Total Labor		Total Fee (\$)	Percent of Total Fee
					Hours	Fee (\$)		
1 FY 2027 PIF Submission	0	10	10	0	20	\$ 4,900	\$ 4,900	3.9%
2 SSO Manual Updates	12	50	80	8	150	\$ 36,420	\$ 36,420	29.2%
Project Management		10		8				
Quality Management	12							
Compliance Review		10	15					
Update Manual and SOP		30	65					
3 Additional Support for TWDB Loan Closing	20	150	150	20	340	\$ 83,200	\$ 83,200	66.8%
Project Management		40		20				
Quality Management	20							
TWDB Coordination		40	40					
City Coordination		30	30					
Deliverable and Form Support		40	80					
<b>TOTAL LABOR</b>								
Total Labor Hours	32	210	240	28	510	124,520		
Labor Rates per Hour	\$360	\$270	\$220	\$125				
Total Amounts by Labor Category	\$ 11,520	\$ 56,700	\$ 52,800	\$ 3,500		\$ 124,520	\$ 124,520	
Labor Category Percent of Total Labor	9.3%	45.5%	42.4%	2.8%		100%		
<b>TOTAL EXPENSES (see breakdown below)</b>								
Total Subconsultants						\$ -		
Total Reimbursables						\$ 460		
<b>TOTAL</b>						\$ 124,980		

Notes: Billing rates may be adjusted by up to 4 percent annually (at the beginning of each calendar year) during the term of this agreement.  
A multiplier of 1.15 will be applied to all direct expenses.  
A technology charge will be billed at \$5 per labor hour.