

**EXHIBIT**

**"A"**

STATE OF TEXAS

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§

COUNTY OF WILLIAMSON

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**SUPPLEMENTAL CONTRACT NO. 3  
TO CONTRACT FOR ENGINEERING SERVICES**

**FIRM:** HALFF ASSOCIATES, INC. ("Engineer")  
**ADDRESS:** 9500 Amberglen Boulevard, Building F, Suite 125, Austin, TX 78729  
**PROJECT:** Chisholm Valley Storm Drain Improvements – Area 3

This Supplemental Contract No. 3 to Contract for Engineering Services is made by and between the City of Round Rock, Texas, hereinafter called the "City" and Halff Associates, Inc., hereinafter called the "Engineer".

**WHEREAS**, the City and Engineer executed a Contract for Engineering Services, hereinafter called the "Contract", on the 11th day of July, 2019 for the Chisholm Valley Storm Drain Improvements – Area 3 Project in the amount of \$131,535.00; and

**WHEREAS**, the City and Engineer executed Supplemental Contract No. 1 on the 7th day of February, 2020 to modify the provisions for the scope of services and to increase the compensation by \$17,005.00 to a total of \$148,540.00; and

**WHEREAS**, the City and Engineer executed Supplemental Contract No. 2 on the 20th day of March, 2020 to modify the provisions for the scope of services and to increase the compensation by \$41,360.00 to a total of \$189,900.00; and

**WHEREAS**, it has become necessary to amend the Contract to modify the provisions for the scope of services and to increase the compensation by \$74,630.00 to a total of \$264,530.00;

**NOW THEREFORE**, premises considered, the City and the Engineer agree that said Contract is amended as follows:

I.

Article 2, Engineering Services and Exhibit B, Engineering Services shall be amended as set forth in the attached Addendum to Exhibit B. Exhibit C, Work Schedule shall be amended as set forth in the attached Addendum to Exhibit C.

II.

Article 4, Compensation and Exhibit D, Fee Schedule shall be amended by increasing by \$74,630.00 the maximum amount payable under the Contract for a total of \$264,530.00, 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]*

**HALFF ASSOCIATES, INC.**

By: Cindy Engelhardt  
Cindy Engelhardt, Director of Water Resources  
9/19/2020

**Date**

**CITY OF ROUND ROCK**

**APPROVED AS TO FORM:**

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

\_\_\_\_\_  
**Stephan L. Sheets, City Attorney**

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

## ADDENDUM TO EXHIBIT B

### Engineering Services

#### 1. PROJECT PURPOSE

The purpose of this supplemental to the Chisholm Valley Subdivision – Study Area 3 Improvements is for additional services to provide utility improvements, environmental permitting, bid phase services, construction phase services within Study Area 3. The utility improvements will consist of water and sewer improvements on Chisholm Valley Drive, Round Up Trail and Sagebrush Drive. Additionally, these utility improvements will include new service connections to replace service connections within in the limits of storm drain improvements. The storm drain and utility improvements require environmental permitting, which includes an estimate of Waters of the US near the outfall and TCEQ coordination for WPAP and SCS approval. In addition, the City has request bid phase and construction support services and is included in this supplemental.



Figure 1. Study Area 3 Project Limits

## 2. SCOPE OF WORK

The scope of work for the services to be provided under this additional work effort request includes the following tasks based on the task numbering in the original scope:

### Chisholm Valley – Study Area 3 Flood Mitigation Design

Task 5:	100% Design Phase Submittal
Task 8:	Environmental Permitting
Task 9 :	Bid Phase Services
Task 10:	Construction Administration Services

#### **Task 5: 100% Design Phase Submittal**

Upon the City's formal approval of the 60% Preliminary Engineering Design, Halff will proceed with 100% design efforts. The work product will require the improving the wastewater lines on Sagebrush Drive and the refinement of the utility and storm drain design on Sagebrush Drive including design plans and opinions of probable cost associated with the proposed improvements.

- Submit comment responses and redlined plan sheets to CORR for concurrence to ensure that the 100% plan set fully addresses the city's comments.
- Prepare 11"x17" 100% design plans for the proposed wastewater main on Sagebrush Drive to the intersection with Chisholm Valley Drive.
- Revise storm drain design on Sagebrush Drive to accommodate new wastewater design and to avoid disturbing the existing curb line.
  - Add new plan and profile sheets for Sagebrush Drive based on additional wastewater limits.
  - Revise plan and profile sheets for Sagebrush Drive based on new utility and storm drain locations as directed by CORR
  - Revise storm drain lateral profile sheets for Sage Brush Drive
- Update engineer's opinion of probable cost utilizing the revised design

#### **Task 8: Environmental Permitting**

##### 8.1 Wetland Delineation and Jurisdictional Determination of Waters of the United States and Permit Avoidance Documentation

Consultant shall perform on-the-ground delineation within the project area to identify the limits of Waters of the United States (WOTUS), including wetlands, as defined in the United States Army Corps of Engineers (USACE) "Wetland Delineation Manual, Technical report Y-87-1" and the "Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region (Version 2.0)", and the 2020 Navigable Waters Protection Rule. A brief technical memorandum will be prepared documenting the results of the field investigation, and that the proposed project will be designed to avoid impacts to aquatic resources with the potential to be regulated as WOTUS by the USACE. This documentation will be based on the preliminary jurisdictional opinion of Halff Associates, Inc. and a USACE Approved Jurisdictional Determination (AJD) and/or Section 404 permit application is not included in this scope.

### 8.2 Cultural Resources Desktop Review and THC Consultation Letter

Half shall perform a cultural resources literature review/archival research of the proposed project area including performing preliminary research into historic and recent aerial photography, previously recorded archaeological or historical sites, and previous cultural resources surveys in or adjacent to the area to determine the potential for encountering significant cultural resources within the project area. Findings of this investigation shall be documented along with letter for submission for review/concurrence by the Texas Historical Commission (THC).

### 8.3 TCEQ Water Pollution Abatement Plan Permitting

The Engineer shall prepare a Water Pollution Abatement Plan (WPAP) in compliance with the requirements of Title 30, Texas Administrative Code Chapter 213 related to the Edwards Aquifer.

No new impervious cover is anticipated to be part of the Chisholm Valley Storm Drain Improvements Project, so no permanent Best Management Practices (BMPs) will be designed or installed. The tasks that are anticipated include:

- Prepare a Geologic Assessment Request for inclusion with the WPAP
- Prepare and finalize a drainage report for inclusion in the WPAP.
- Prepare calculations, plan sheets, and details for temporary BMPs. Provide summary of all water quality measures for inclusion in the WPAP submission.
- Finalize PS&E plans for inclusion in the WPAP submission.

### 8.4 TCEQ Organized Sewage Collection System Plan Permitting

The Engineer shall prepare an Organized Sewage Collection System Plan (SCS) in compliance with the requirements of Title 30, Texas Administrative Code Chapter 213 related to the Edwards Aquifer.

No new impervious cover is anticipated to be part of the Chisholm Valley Storm Drain Improvements Project, so no permanent Best Management Practices (BMPs) will be designed or installed. The tasks that are anticipated are:

- Prepare a Geologic Assessment Request for inclusion with the SCS
- Prepare and finalize the SCS Engineering Design Report.
- Prepare calculations, plan sheets, and details for temporary BMPs. Provide summary of all water quality measures for inclusion in the SCS submission.
- Finalize PS&E plans for inclusion in both the SCS submission.

### **Deliverables:**

The Engineer shall submit to TCEQ a complete version of both the WPAP and SCS consisting of the following items:

- General Information Form (TCEQ-0587), including location maps and project description
- The Geologic Assessment Form (TCEQ-0585), including the GA performed by 3<sup>rd</sup> party consultant
- Water Pollution Abatement Plan Application Form (TCEQ-0584), including information derived from final drainage report
- Organized Sewage Collection System Plan (TCEQ-0582)

- Temporary Stormwater Section (TCEQ-0602) including the temporary BMP plan
- Core Data Form (TCEQ-10400)
- Geological Exception Request

**Exclusions/Assumptions:**

- USACE 404 Nationwide Permit (NWP) will not require a Pre-Construction Notification (PCN)
- Based on conversations with the TCEQ, it is assumed that a Geological Assessment will not be required considering this project does not include any new impervious cover.
- Halff will not prepare the geologic assessment (GA) required as part of the WPAP and SCS submission
- Permanent BMP design
- Fees required for WPAP and SCS submission

The SCS and WPAP will be submitted to TCEQ concurrently with the 100% plans and a 60-day review period is anticipated. Construction is prohibited until final approval is received.

**Task 9: Bid Phase Services**

This phase of the preproposal includes a scope of work to provide bid phase services for an anticipated 2 months for City procurement.

- Halff will attend a pre-bid meeting to discuss the project with potential bidding contractors.
- Halff will be available to assist City in responding to questions from contractors. The City will take the lead in responding to all questions with the Contractor. The basis of estimate for the associated fee assumes approximately (five) 5 questions.
- Halff will assist City with addenda preparation. The City will take the lead on issuing the agenda. Halff will prepare written description, drawing revision, and design modification for agenda. The basis of estimate for the associated fee assumes two (2) addenda.

**Task 10: Construction Phase Services**

This proposal includes a scope of work to provide construction phase support services for the anticipated 10 months for the storm drain repairs.

- Construction Observation - Halff will attend bi-weekly visits and monthly construction progress meetings at the site with City and Contractor. The City will lead the meetings and Halff will respond to questions. The bi-weekly visits will be observing the progress and the quality of work and attempt to determine in general if the work is proceeding in accordance with the Construction Contract Documents. Halff assumes that daily inspection will be conducted by the assigned City Inspector. This scope assumes 20 site visits by one person where a maximum of ten (10) of the site visits will be attended by an engineer and the remaining by an engineer in training.
- Submittal Reviews – Halff will provide a list of shop drawings/submittals (Submittals Log) required to be turned in by the contractor based on the 100% plans and standards. Halff



will be responsible for review and approval of all shop drawings or submittals of the project and will be distributed to Halff by the City. Shop drawings or submittals will be reviewed for general conformance with the plans and specifications. The City will be the primary point of contact and will monitor the progress of the contractor in sending and processing submittals to see that documentation is being processed in accordance with Contractor's schedule. The basis of estimate for the associated fee assumes approximately 15 submittals.

- Response to RFIs – Halff will respond to Contractor Request for Information (RFI). Engineer will review and respond and design drawings may be modified to address the issue and new design details will be prepared. This scope assumes 5 RFIs from the Contractor. The basis of estimate for the associated fee assumes approximately ten (10) RFI's from the contractor with approximately two (2) requiring revisions to the plans.
- Substantial/Final Walkthrough – Halff will conduct, in company with the City and Contractor, a final review of the Project for conformance with the design concept of the Project and general compliance with the Construction Contract Documents. Prepare a list of deficiencies to be corrected by the Contractor before recommendation of final payment.
- Record Drawings – Revise the construction drawings in accordance with the red lines furnished by the City reflecting changes in the Project made during construction. Halff will provide one (1) pdf set of the "Record Drawings" to the City.
- Engineer's Concurrence Letter - Prepare a letter of concurrence that the construction is acceptable and has been completed in general conformance with the contract documents.

## **ADDENDUM TO EXHIBIT C**

### **Work Schedule**

Halff Associated, Inc. (Halff) can commence work on this project immediately after notice-to-proceed (NTP) is received from the City of Round Rock.

Halff anticipates completing Work Authorization No. 3 following the most recent project schedule.

- Task 5: 100% Design Phase Submittal – Aug. 31, 2020 to Oct. 30, 2020
- Task 6: QA/QC – Aug. 31, 2020 to Oct. 30, 2020
- Task 8: Environmental Permitting – Nov. 2, 2020 to Feb. 26, 2021
- Task 9: Bid Phase Services – Feb. 1, 2021 to May 3, 2021
- Task 10: Construction Phase Services – May 17, 2021 to Mar. 18, 2022

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

Attached Behind This Page

Hourly rates to be billed on a time and materials basis per the following Rate Schedule attached  
(behind this page):

\*Rates may be amended once between Nov. 1, 2018 and Nov. 1, 2019, not to exceed a 3% increase.

**Chisholm Valley Storm Drain Improvements - Area 3**

**Supplemental Work Authorization #3**

**Exhibit D  
Fee Schedule**

Task	Total Labor Hours	Total Loaded Labor Cost	Other Direct Costs	Subconsultants	TOTALS
Task 1: Project Management	0	\$0.00	\$0.00	\$0.00	\$0.00
Task 2: Site Data Acquisition	0	\$0.00	\$0.00	\$0.00	\$0.00
Task 3: Preliminary Engineering Design (30%)	0	\$0.00	\$0.00	\$0.00	\$0.00
Task 4: 60% Design Phase Submittal	0	\$0.00	\$0.00	\$0.00	\$0.00
Task 5: 100% Design Phase Submittal	186	\$27,515.00	\$0.00	\$0.00	\$27,515.00
Task 6: QA/QC	0	\$0.00	\$0.00	\$0.00	\$0.00
Task 7: Bluebonnet School	0	\$0.00	\$0.00	\$0.00	\$0.00
Task 8: Environmental Permitting	153	\$22,440.00	\$0.00	\$0.00	\$22,440.00
Task 9: Bid Phase Services	26	\$4,290.00	\$0.00	\$0.00	\$4,290.00
Task 10: Construction Phase Services	125	\$20,385.00	\$0.00	\$0.00	\$20,385.00
<b>SUPPLEMENTAL NO.3 TOTAL:</b>	<b>490</b>	<b>\$ 74,630.00</b>	<b>0</b>	<b>0</b>	<b>\$ 74,630.00</b>
<b>SUPPLEMENTAL NO.2 TOTAL:</b>	<b>269</b>	<b>\$ 41,360.00</b>	<b>0</b>	<b>0</b>	<b>\$ 41,360.00</b>
<b>SUPPLEMENTAL NO.1 TOTAL:</b>	<b>117</b>	<b>\$ 17,005.00</b>	<b>0</b>	<b>0</b>	<b>\$ 17,005.00</b>
<b>ORIGINAL CONTRACT TOTAL:</b>	<b>850</b>	<b>\$ 129,360.00</b>	<b>2,175</b>	<b>0</b>	<b>\$ 131,535.00</b>
<b>REVISED CONTRACT TOTAL:</b>	<b>1,726</b>	<b>\$ 262,355.00</b>	<b>2,175</b>	<b>0</b>	<b>\$ 264,530.00</b>

**Chisholm Valley Storm Drain Improvements - Area 3**  
**SUPPLEMENTAL WORK AUTHORIZATION #3**  
**Fee Summary Details**

I. Halff Associates' Direct Labor:

Project Manager	14.0	Hrs. @	\$230.00	/Hr.= \$	3,220
Senior Engineer (Eng. V)	86.0	Hrs. @	\$200.00	/Hr.= \$	17,200
Mid Engineer (Eng. IV)	84.0	Hrs. @	\$160.00	/Hr.= \$	13,440
Jr Engineer (Eng. III)	270.0	Hrs. @	\$135.00	/Hr.= \$	36,450
Jr Environmental Scientist	36.0	Hrs. @	\$120.00	/Hr.= \$	4,320
Survey/SUE Crew	0.0	Hrs. @	\$155.00	/Hr.= \$	-
Survey/SUE Technician	0.0	Hrs. @	\$95.00	/Hr.= \$	-
RPLS	0.0	Hrs. @	\$175.00	/Hr.= \$	-
Clerical	0.0	Hrs. @	\$80.00	/Hr.= \$	-

<b>Total</b>	<b>490.0</b>	<b>Total</b>	<b>= \$</b>	<b><u>74,630</u></b>
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II. Expenses (ODC)	<b>Total</b>	<b>=</b>	<b><u>\$0.00</u></b>
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III. Assignment Amount	<b>= \$</b>	<b><u>74,630</u></b>
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**Direct Labor  
Supplemental Work Authorization #3**

**Chisholm Valley Storm Drain Improvements - Area 3**

PROJECT TASK	PM	SR PE ENG. V	MID PE ENG. IV	JR PE ENG. III	MID ENV	SURVEY / SUE CREW	SURVEY / SUE TECH	RPLS	CLERICAL	TOTAL	
Labor Rate	\$230.00	\$200.00	\$160.00	\$135.00	\$120.00	\$155.00	\$95.00	\$175.00	\$80.00	HOURS	BUDGET
<b>Task 1: Project Management</b>											
Subtotal Task 1											
<b>Task 2: Site Data Acquisition</b>											
Subtotal Task 2											
<b>Task 3: Preliminary Engineering Design (30%)</b>											
Subtotal Task 3											
<b>Task 4: 60% Design Phase Submittal</b>											
Subtotal Task 4											
<b>Task 5: 100% Design Phase Submittal</b>											
5.2 Revise drainage design sheets	4	5	10	60						79	\$11,620.00
5.2.1 Revise/Prepare utility design sheets	2	2	4	20						28	\$4,200.00
5.2.3 Design new wastewater line on Sagebrush	2	3	8	50						63	\$9,090.00
5.3.1 Develop utility specifications and cost estimate				2						2	\$270.00
5.5 Interdisciplinary Coordination/Review	2	2	5	5						14	\$2,335.00
Subtotal Task 5										186	\$27,515.00
<b>Task 6: QA/QC</b>											
Subtotal Task 6											
<b>Task 7: Bluebonnet School</b>											
Subtotal Task 7											
<b>Task 8: Environmental Permitting</b>											
8.1a WOTUS Field Delineation			1		8					9	\$1,120.00
8.1b WOTUS Memorandum of findings	2		4		12					18	\$2,540.00
8.2a THC Literature Review	1				12					13	\$1,670.00
8.2b THC Consultation Letter	1		1		4					6	\$870.00
8.3 TCEQ WPAP		4	29	24						57	\$8,680.00
8.4 TCEQ SCS		4	22	24						50	\$7,560.00
Subtotal Task 8										153	\$22,440.00
<b>Task 9: Bid Phase Services</b>											
9.1 Pre-bid meeting		4		4						8	\$1,340.00
9.2 Respond to technical questions (assume 5)		4		4						8	\$1,340.00
9.3 Assist with addenda preparation (assume 2)		4		6						10	\$1,610.00
Subtotal Task 9										26	\$4,290.00
<b>Task 10: Construction Phase Services</b>											
10.1 Construction Observation (assume 20)		20		20						40	\$6,700.00
10.2 Submittal Reviews (assume 15)		10		15						25	\$4,025.00
10.3 Responses to RFI (assume 10)		10		10						20	\$3,350.00
10.4 Substantial/Final Walkthrough		8		8						16	\$2,680.00
10.5 Record Drawings		4		16						20	\$2,960.00
10.6 Concurrence Letter		2		2						4	\$670.00
Subtotal Task 10										125	\$20,385.00
	14	86	84	270	36					490	\$74,630.00

## Other Direct Costs Summary

### Reproductions

	Price per copy	Number of copies	Cost
Standard Copies (letter, legal)	\$0.10	0	-
11x17	\$0.20	0	-
22"x34" Mylar	\$2.00	0	-

### Delivery / Courier

	Price per trip	Number of trip	
Courier	\$15	0	-

### Traffic Control

		Days	
Certified Traffic Control	\$1,000	0	-

### Materials and Supplies

Document preparation: binding, materials, etc.	\$0.00
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### Travel outside Round Rock, Austin

	Price per mile	Miles	Cost
Travel @ \$0.58 per mile	\$0.580	0	\$0.00

**Total ODC Cost:      \$0.00**