

ATTACHMENT "A"

PROPOSED ADDITIONAL SCOPE OF SERVICES #2 for HEATHERWILDE BLVD NORTH ROADWAY IMPROVEMENTS – CITY OF PFLUGERVILLE, TEXAS

PROJECT DESCRIPTION

The purpose of this Proposed Scope of Services is to delineate the additional services that Halff Associates, Inc. (Engineer) will provide to the City of Pflugerville (City) for the services outlined in this document for the Heatherwilde Boulevard North Roadway Improvements. The services will be provided per the following Tasks:

- Task 1:** Project Management and Coordination
- Task 2:** Plan Revisions and Completion
- Task 3:** Utility Relocation Coordination
- Task 4:** Construction Materials Testing and TDLR Review

TASK 1: PROJECT MANAGEMENT & COORDINATION

1.1 Project Management and Coordination

This task provides for managing the completion of design plans, management of sub-consultants, and general coordination efforts.

TASK 2: PLAN REVISIONS AND COMPLETION

2.1 Plan Revisions

This task will provide for design revisions which have been requested as a result of Right-of-Way negotiations, including driveway, median, fence, and easement revisions.

2.2 Plan Completion

Due to the project timeline extending significantly beyond the planned schedule, budget has been expended on additional effort including: coordination and project meetings with the City and Atmos Energy, and responses to requests for information. Therefore additional effort will be required to complete the original scope, including completion of final plans and submittal of those plans to the various utility companies to make them aware of conflicts and request relocation designs from them as a starting point for performing expanded utility coordination as described in Task 3 below.

2.3 Review and respond to RAS review comments

This task will involve reviewing, discussing, and resolving the plans and comments with the RAS reviewer and the city.

TASK 3: UTILITY RELOCATION COORDINATION

3.1 Project Control

Engineer, in association with the City of Pflugerville, will be responsible for managing/directing/coordinating all activities associated with utility relocation coordination for the Project.

3.1.1 **Project Quality Assurance / Quality Control (QA/QC).** Engineer will provide internal and comprehensive quality assurance/quality control reviews throughout the Project development in order to appraise design, technical and business performance and provide real-time direction and objective solutions. All reports, agreements, and supporting documents, submitted to the City of Pflugerville shall undergo QC reviews prior to submittal. A project manager/engineer will perform the QA/QC function.

3.1.2 **Site Visits.** Engineer will perform a site visit to verify and evaluate existing conditions (1 site visit budgeted).

3.2 Utility Coordination / Utility Engineering

Engineer shall perform Utility Adjustment Coordination and Utility Engineering services for Utility Providers. Engineer will perform all utility adjustment coordination services related to the potential adjustment of the following nine (9) utility providers on Heatherwilde Boulevard:

- Grande FOC
- AT&T Legacy FOC
- AT&T Telephone/FOC
- Atmos Energy Gas
- Oncor Electric
- Suddenlink Cable TV
- Level 3 FOC
- Manville WSC Water
- City of Pflugerville Water/Wastewater

These services include utility adjustment coordination activities including but not limited to, meeting and contact with utilities on the project, project notifications, preparation of existing utility layouts, providing progress reports, preparation of contact lists, reviewing conflicts between the utilities and the Project, resolutions of utility conflicts, creation of a utility conflict list, review of the proposed utility adjustments, and recommending the proposed locations of the utility adjustments.

The above list of services is general in nature and should not be considered inclusive to Engineer's responsibilities, as listed in the following scope.

3.2.1 Utility Adjustment Coordination. Includes communication and coordination with utilities, and preparation of utility agreement assemblies.

- 3.2.1.1 Engineer shall perform utility coordination and liaison activities with involved utility owners, their consultants, and the city to achieve timely project notifications, conflict analysis and resolution.
- 3.2.1.2 Engineer shall coordinate all activities to facilitate the orderly progress and timely completion of the utility coordination phase. Engineer will coordinate all activities with the City of Pflugerville, contracted design firms, utility providers, or other contractors or representatives, as authorized by the City. Engineer will also provide copies of reports, correspondence and other documentation of work-related communications between Engineer, utility owners and other outside entities when requested by the City.
- 3.2.1.3 Engineer shall assist the utility companies in the preparation of required agreements associated with the funding of adjustments and the occupation of public right of way.
- 3.2.1.4 Utility Agreements: If a utility is located within an easement, the utility company may have a compensable interest (1 budgeted for this project). The utility company must furnish a copy of their easement to Engineer. Engineer shall make a recommendation whether or not a compensable interest exists and the owner's degree of eligibility. The City shall make the final determination. Engineer shall review plans to ensure that the proposed adjustments will not conflict with roadway construction. Engineer will submit a copy of the easement, plans, and estimate to the City by letter recommending approval. The utility should be reimbursed all cost included within their easement limits for replacement in kind unless otherwise negotiated by the City of Pflugerville.

3.2.2 Utility Engineering. Includes the identification of utility conflicts, coordination, and resolution of utility conflicts. Engineer shall coordinate all activities with the City and utility owners to facilitate the orderly progress and timely completion of the utility coordination phase. Coordination of utility engineering activities include:

- 3.2.2.1 Utility Layout: Engineer shall maintain a utility layout in the latest version of Microstation V8. This layout shall include all existing utilities which are to remain in place or be abandoned, and all adjusted utilities. This layout will be utilized to monitor the necessity and evaluate alternatives. Engineer will utilize the layout of existing utilities as prepared, and make a determination of the

following:

- Facilities in conflict with the proposed project that are to be relocated.
 - Facilities to be abandoned in place.
 - Facilities to remain in service and in place.
 - Engineer shall be responsible for determining if there are additional facilities, not shown in the Subsurface Utility Engineering (SUE) documents, which require relocation. Engineer shall coordinate this information with the City immediately upon discovery.
- 3.2.2.2 Joint Meetings with Utility Companies, to facilitate utility conflict identification and resolution (5 joint meetings budgeted).
- 3.2.2.3 Prepare a Proposed Utility Layout in the latest version of MicroStation that can be overlaid on the roadway base file and determine the following:
- Facilities conflicts have been resolved.
 - Stakeholders have concurred with the various alignments.
 - Establish the sequence of construction for all utility relocation work, whether it is included as a part of the Project construction or not.
 - Determine which utilities will be built as part of the contract.
 - Determine which facilities will be relocated prior to construction.
- 3.2.2.4 Review PS&E for all utilities that will be relocated.
- 3.2.2.5 Engineer will submit the appropriate number of PS&E to the City by letter recommending approval.

TASK 3 Deliverables:

- a. Existing Utility Layout & CD in MicroStation format
- b. Proposed Relocation Utility Layout & CD in MicroStation format
- c. Utility PS&E submittals
- d. Updated Master Utility Contact List
- e. Meeting minutes (delivered electronically)

TASK 4: CONSTRUCTION MATERIALS TESTING AND TDLR REVIEW

4.1 Construction Materials Observation and Testing Services

Services will be provided by Raba-Kistner Consultants on a reimbursable basis in accordance with the rates and fee schedule attached.

4.2 Texas Department of Licensing and Regulation (TDLR) Project Registration

This task will include submittal of the required forms and fee to register the project with TDLR.

4.3 Registered Accessibility Specialist (RAS) Review of Final Plans

Services will be provided by Altura Solutions, LP on a reimbursable basis in accordance with the rates and fee schedule attached. A RAS will review the plans for compliance with Chapter 469 of the Texas Government Code, State of Texas, Architectural Barriers Act, and the Texas Accessibility Standards (TAS) as well as the Americans with Disabilities Act (ADA).

4.4 RAS Final Inspection of Construction

Services will be provided by Altura Solutions, LP on a reimbursable basis in accordance with the rates and fee schedule attached. A RAS will review the final improvements for compliance and will submit the required forms to TDLR for project approval and close-out.

TASK 4 Deliverables:

- a. Construction Materials Testing Reports
- b. RAS Inspection Reports

ATTACHMENT "B"

ITEMS EXCLUDED FROM SCOPE OF SERVICES

1. Design of structural retaining walls or junction boxes
2. Design of water quality or detention ponds
3. Design of roadway illumination and electrical
4. Design of public and franchised utility adjustments
5. Performing environmental services
6. Stormwater Pollution Prevention Plan (SWPPP)
7. Property acquisition or negotiations
8. Filing fees, permit fees
9. Construction staking
10. Reviewing and evaluating alternate designs proposed by contractor
11. TxDOT Coordination & Permits
12. Utility construction observation and/or inspection services
13. Easement field notes
14. Review of contractor pay applications
15. Record drawings
16. Utility Agreement Preparation
17. Submittal of Engineers certificates. The Design Professional shall not be required to execute any documents subsequent to the signing of this Agreement that in any way might, in the sole judgment of the Design Professional, increase the Design Professional's risk or the availability or cost of his or her professional or general liability insurance

Any additional services required beyond those specifically identified in this proposal are beyond the scope of services to be provided under this proposal. Any required additional services will be separately identified and negotiated and such additional scope and commensurate fee will be executed/authorized under a supplemental agreement to this proposal/contract.