

MEMORANDUM

TO: Isaac Espinoza
Project Manager
Engineering Department
City of Pflugerville

DATE: November 1, 2024

FROM: Eric Ratzman
Vice President

AVO: 33857.015

SUBJECT: **Russell Street, Caldwell's Lane, Taylor Street and Lincoln Avenue Project
Professional Services Supplemental Agreement (PSSA) #9**

PSSA#9 Summary

This memorandum summarizes the additional services required to complete the project including explanations and justification of each phase of the scope.

Phase 600 Project Administration

The hours proposed are for project management and administration to complete bidding, utility coordination, and construction.

Justification: The previous budget for this task was expended over the last two years supporting the city on easement and right-of-way acquisition, utility agreements, and final plans.

Phase 700 Bid Phase Services

The hours proposed are for bidding the updated project plans.

Justification: The previous budget for this task was expended revising plans after 100% to make modifications for electrical work to convert overhead services to underground up to houses/businesses including plans, specification, and Oncor design coordination.

Phase 800 Construction Administration Services

No additional hours are proposed, just an increase to the budget to account for higher hourly rates using 2024 to 2026 rates to cover the current construction schedule.

Justification: The previous Construction Phase Services proposal (PSSA #6) had been executed on Aug 12, 2022, with what are now outdated hourly rates. The Project did not bid in 2022 due to prolonged property acquisition. This proposal uses rates appropriate for the current schedule of bidding in fourth quarter of 2024 and beginning construction in 2025.

Phase 900 Utility Coordination

Halff completed coordination with utilities during the design phase and helped obtain signatures of license agreements between the city and the utilities using the proposed duct bank. However, this project is non-standard, in that certain utilities could not relocate ahead of construction because they must wait until the proposed duct bank is installed in the first stage of construction for them to then install their lines within those new ducts. *Coordination of utilities relocating during construction (after the duct bank has been installed by the city's contractor) will be a critical component of keeping the project on schedule so that paving in Stage 2 (after relocation has occurred) is not delayed.*

Justification: These services are beyond the original scope of work. Direction by previous staff had been that another firm would handle the utility coordination during construction, but considering the extension coordination the Halff has performed to date as well as our knowledge of the duct bank plans as engineer of record, it is most efficient and most advantageous to the city to have a single coordination firm responsible for this task. The hours proposed reflect a concerted effort to manage the utilities proactively on a weekly basis during relocation to keep that work progressing.

Phase 1000 Construction Materials Testing

No additional hours are proposed, just an increase to the budget to account for higher hourly rates using 2024 to 2026 rates to cover the current construction schedule.

Justification: The previous Construction Phase Services proposal (PSSA #6) had been executed on Aug 12, 2022, with what are now outdated hourly rates. The Project did not bid in 2022 due to prolonged property acquisition. This proposal uses rates appropriate for the current schedule of bidding in fourth quarter of 2024 and beginning construction in 2025.

Phase 1200 Design Additional Scope

After completion of the final design, the city was able to acquire the corner clip on Grant Avenue so the bid alternative for Grant was no longer needed and could be worked back into the base bid. Also, since the project was delayed due to right-of-way acquisition, staff changes have occurred, and this is a complicated project, it was deemed prudent to have Halff prepare and conduct a Technical Review Committee meeting with current staff and also to support an open house with St. Mary's Church which is directly affected by the project. So the hours proposed are for providing these services.

Justification: These services are beyond the original scope of work.