

EXHIBIT “A”

**PROPOSED SCOPE OF SERVICES
For
HEATHERWILDE SUBDIVISION
PHASE II IMPROVEMENT PROJECT
CITY OF PFLUGERVILLE, TEXAS**

PROJECT DESCRIPTION

The proposed Scope of Services delineates the items that Halff Associates, Inc. (Engineer) will provide to the City of Pflugerville (City) for the project development of the Fiscal Year 2021 Pavement Rehabilitation Projects. The project includes pavement rehabilitation for S. Heatherwilde Blvd from Pecan Street to south of the US Post Office (301 S. Heatherwilde Blvd) and the remaining roadways of the Heatherwilde subdivision Pavement Rehabilitation project. It is assumed that the limits of the S. Heatherwilde Blvd rehabilitation will begin at the proposed limits of the Pecan Street intersection Capital Improvement Project currently under design by the City and terminate at the southern driveway of the US Post Office. The limits of survey work and data collection will begin at Pecan Street and terminate at Olympic Drive. Engineer previously completed design of all roadways within the Heatherwilde subdivision. Phase I of the previous project constructed portion of the roadways, with Phase II anticipated to be completed as part of the FY2021 budget. Construction plans and specifications, opinion of probable construction cost, and bid phase services will be provided to the City. Construction Plans for the remaining sections of the Heatherwilde subdivision are currently completed but require updating for inclusion into this proposal. Services will be performed for the following roadways:

Roadway	Limits	Length (LF)
Mayapple St	From Hughmont Dr. to Canyon Maple Dr	550
Gazania Dr	From Sweetwood Song to Black Locust Dr	1200
Acanthus St	From Sweetwood Song to Laurelleaf Dr	1050
Black Willow St	From Acanthus St to Laurelleaf Dr	285
Laurelleaf	From Sweetwood Song to Black Locust Dr	1000
Hughmont Dr	From Sweetwood Song to Black Locust Dr	1050
Wild Orchard Dr	From Acanthus St to Laurelleaf Dr	335
Blue Willow Ct	Full Limits	300
Silene Ct	Full Limits	130
S. Heatherwilde Blvd	From Pecan St to south of the Post Office	1150

The services are separated into the following Tasks and described in more detail below:

Task 1: Project Management and Coordination

Task 2: Data Collection

Task 3: Design Plans and Construction Documents

Task 4: Bid Phase Services

TASK 1: PROJECT MANAGEMENT & COORDINATION

1.1 Progress Meetings, Reports, and Monthly Invoicing

For the work performed, Engineer will prepare Monthly Progress Reports and advise the City as to the progress of the work. These Reports will include:

- Tasks completed during the reporting period.
- Tasks planned for upcoming periods.
- Issues encountered and recommended actions to address them.
- Overall Project status and development progress, including a tabulation of Tasks showing percentage complete, and supporting documentation
- Meetings with the City on the overall project

1.2 Coordination and administration of work products

- Coordination - Engineer shall designate one Texas Registered Professional Engineer as the Project Manager responsible for Project management, coordination, and communications
- Administration - Engineer will manage Project activities (including sub-consultants), direct the project team/staff, attend monthly meetings with City staff, handle deliverables, and keep records of project communications / files.

TASK 1 Deliverables:

- Monthly progress reports and meeting minutes

TASK 2: DATA COLLECTION

2.1 Survey

Mobile LiDAR: Halff will utilize the Mobile LiDAR along the marked preferred routes. (See Exhibit 'A').

Conventional: Halff will blend conventional data as necessary to supplement LiDAR data in obscure areas.

Feature Extraction:

Feature extraction for the above two items will include (detailed list shown below in 'Deliverables'): Focused from Back of Curb to Back of Curb with in all the marked preferred routes. (See Exhibit 'A'). Pavement and Utilities that fall within above focus areas will items extracted. This will include call outs with rim elevations and pavement material labels.

TASK 2 Deliverables:

Survey files will be delivered in Microstation Geopak. Distances shall be ground distances, not grid distances, all deliverables will be submitted in surface with a provided scale factor, and in grid.

- Topographic Survey will include a DTM with minor contours at 1-foot intervals and major contours at 5-foot intervals and site planimetrics along the routes
- Probable expected features to be extracted are as follows:
 - Utilities- water meters, manholes, misc. valves etc within previously stated limits.
 - Pavement-Edge of Road (including pavement types), curb & gutter, crown
 - Drainage-Drainage features (top of rim for all sanitary and storm manholes within previously stated limits.

TASK 3: DESIGN PLANS AND CONSTRUCTION DOCUMENTS

Design shall be in accordance with Pflugerville Engineering Design Guidelines. The scope of the project will consist of pavement rehabilitation from existing back of curb to back of curb for the roadway limits listed above. Rehabilitation will consist of mill and overlay and full depth repair consisting of Type B black base for specific reaches of travel lanes. Formal design of new ADA ramps is not included in this scope based on deliverable durations as defined by the City. ADA ramps requiring replacement will be identified in the plans for contractor bid. Field engineering and design will occur for each associated ramp during construction.

3.1 Roadway Plans (S. Heatherwilde Blvd)

- Typical sections: showing pavement widths based off existing curb line, pavement design, normal cross-slope, lane widths and right-of-way
- Roadway plan with horizontal alignment
- Limits of construction and pavement design
- Pavement markings and sign relocations (no separate signage & pavement markings plan)
- Identification of travel lane full depth repair consisting of 6-in minimum Type B HMAC subgrade.

- Denote any new ADA locations
- Denote adjustments to valve covers and manhole lids (if needed)

3.2 Traffic Control Plans (S. Heatherwilde Blvd)

- Provide detailed plan sheets, phasing and narrative for traffic control during construction
- Provide detour plans as needed
- Utilize TxDOT standards for lane closure to perform street rehabilitation.

3.3 Heatherwilde Subdivision Phase I Plan Incorporation

Engineer will incorporate the previous construction plan designs for the remaining sections of the Heatherwilde subdivision plans into the overall updated set of construction documents for this Scope. Such incorporation to include associated Traffic Control Plans, construction quantities and details.

TASK 3 Deliverables:

- One bid set/ bid package will be produced. Quantities will be separated per roadway in the bid form and OPCC
- 90% Construction Documents (11x17 plan sheets) and Cost Estimate
- Final Bid Set (11x17 plan sheets) and Cost Estimate
- 1 Project Manual for all roadways

TASK 4: BID PHASE SERVICES

4.1 Bid Phase

- Attend pre-bid meeting at City and answer bidder questions
- Provide assistance to the City in responding to questions from contractors and prepare contract addenda as necessary
- Attend bid opening at City
- Bid tabulation, evaluation, and award recommendation

TASK 4 Deliverables:

- Bid tabulation for all submitted contractor bids
- Engineer recommendation letter for Contractor award

ITEMS EXCLUDED FROM THE SCOPE OF SERVICES

1. Construction Phase Services
2. Geotechnical investigation, analysis or reporting
3. Subsurface utility engineering
4. Survey or design of sidewalk, driveways or curb ramps
5. TDLR Project Registration and RAS review
6. Vertical alignments or profiles
7. Public Involvement
8. Permitting
9. Environmental services
10. Analysis or design of drainage
11. Landscaping, irrigation, or hardscape (enhanced flatwork) facilities
12. Traffic counts, LOS analysis, signal timing plans
13. Design of public and franchised utility relocations
14. Preparing/submitting a Stormwater Pollution Prevention Plan (SWPPP)
15. Preparing property parcels for acquisition
16. Property acquisition or negotiations
17. Filing fees, permit fees
18. Coordination with individual property owners

Any additional services required beyond those specifically identified in this proposal are beyond the scope of services to be provided under this agreement. A scope and commensurate fee for any required additional services would be negotiated and provided under a separate supplemental agreement to this contract.

PROPOSED FEE SCHEDULE- FY2021 Road Rehab (Heatherwilde Phase II)

PROJECT TASK	PROJECT MANAGER	CIVIL ENGINEER, PE	CIVIL ENGINEER, EIT	RPLS PROJECT MANAGER	SR SURVEY/ SUE TECH	CADD TECHNICIAN	Mobil LiDAR	CLERICAL	TOTAL
Task 1: Project Management and Coordination									
1.1 Progress Meetings, Reports, and Monthly Invoicing	6.0	8.0						4.0	\$3,276.00
1.2 Coordination and Administration	4.0	2.0							\$1,334.00
Subtotal									\$4,610.00
Task 2: Data Collection									
2.2 Survey				4.0	40.0		1.0		\$14,360.00
									\$0.00
									\$0.00
Subtotal									\$14,360.00
Task 3: Design Plans and Construction Documents									
Roadway plans	4.0	36.0	80.0			60.0			\$23,104.00
Traffic Control Plans	1.0	8.0	16.0			16.0			\$5,204.00
Heather Subdivision Phase I Plan Incorporation	2.0	4.0	12.0			8.0			\$3,428.00
Quantity Tabulation	1.0	10.0	14.0						\$3,838.00
Project Manual, Bid form, and Specifications	1.0	8.0	12.0						\$3,212.00
Subtotal									\$38,786.00
Task 4: Bid Phase Services									
Prebid and Posting Assistance	4.0	4.0							\$1,724.00
RFI	2.0	4.0							\$1,252.00
Bid Tab and Recommendation	1.0	6.0	8.0						\$2,350.00
									\$0.00
									\$0.00
Subtotal									\$5,326.00
TOTAL Hours	26.0	90.0	142.0	4.0	40.0	84.0	1.0	4.0	
TOTAL PROJECT									\$63,082.00
HOURLY RATES	\$236	\$195	\$118	\$240	\$160	\$95	\$7,000	\$75	

EXHIBIT 'A'

PROPOSED SURVEY LIMITS



