

**PROFESSIONAL SERVICES
SUPPLEMENTAL AGREEMENT # 1
FOR
PFLUGERVILLE POLICE DEPARTMENT**

**STATE OF TEXAS §
 §
COUNTY OF TRAVIS §**

This Supplemental Agreement No. 1 to a contract for Professional Services is made by and between the City of Pflugerville, Texas ("City") and Halff Associates, Inc. ("Consultant"). City and Consultant may be referred to herein singularly as "Party" or collectively as the "Parties."

WHEREAS, the City and Consultant executed an Agreement for Professional Services ("Agreement") on the 24 day of March, 2020, for the Pflugerville Police Department project ("Project") in the amount of \$ 71,587.00 ; and

WHEREAS, the City and Consultant desire to enter into a Supplemental Agreement # 1 for Professional Services for the Project in the amount of \$ 66,160.00, on the 26th day of June, 2020 to add architectural, structural and MEP professional services for a proposed 1,280 sqft evidence facility described further in Exhibit A to the Agreement; and

WHEREAS, it has become necessary to amend the Agreement to modify the provisions for the Scope of Services, and Compensation; and

WHEREAS, it is necessary for the City to amend its agreements from time to time to comply with changes in state law relating to contracts of municipalities.

NOW, THEREFORE, premises considered, the City and the Consultant agree that said Agreement is amended as follows:

I.

Article III. Scope of Services and Exhibit A, shall be amended as set forth in the attached addendum to Exhibit A.

Article IV. Compensation to Consultant and Exhibit C (Fee Schedule), shall be amended by increasing by \$ 66,160.00 the amount payable under the Agreement for a total of \$ 137,747.00, as shown by the attached Addendum to Exhibit C (Fee Schedule).

Except as amended hereby as indicated above, the terms of the Agreement shall remain unchanged and in full force and effect.

EXECUTED and **AGREED** to as of the dates indicated below.

**CITY OF
PFLUGERVILLE**

CONSULTANT

(Signature)



(Signature)

Printed Name: Sereniah Breland

Printed Name: Dan Franz

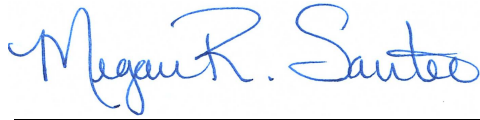
Title: City Manager

Title: Public Works Director

Date: _____

Date: 6/26//2020

APPROVED AS TO FORM:



Charles E. Zech

City Attorney

DENTON NAVARRO ROCHA BERNAL & ZECH, P.C.

**ATTACHMENT A
PROPOSED SCOPE OF SERVICES
SUPPLEMENT #1**

**Pflugerville Police Department
Pflugerville, Texas**

PROJECT DESCRIPTION

The proposed Supplemental #1 Scope of Work is being submitted at the request of the City of Pflugerville (City). The additional scope items below are for professional services associated with the Pflugerville Justice Center evidence storage facility. The City previously executed a contract with Halff Associates, Inc. (Engineer) to provide an Overall Justice Center Phase Master Plan and Construction Plans, Specifications, and Estimates (PS&E) for the Pflugerville Police Department parking lot expansion project. The overall master plan included pricing and proposed location for the Police Department's storage and evidence building (approx. 600 sqft facility but not the actual design of the building). The City has requested that the primary scope of the overall contract be revised to include design and construction document preparation for a 1280 sqft storage and evidence building (Facility) which is to be a location within the current Pflugerville Justice Center complex.

Aspect of the previous executed contract may be revised and credited back to the City as part of this Supplement. The terms of the Supplement #1 will adhere to the initial contract executed by the City and Halff dated March 24, 2020. The proposed scope is broken down by phases and is expected to include various design services as shown below:

Scope of Services

Task 1 – Project Management and Coordination

Task 2 – Data Collection

Task 4 – Design Plans and Construction Documents

Task 4.1 – Architectural Services

Task 4.2 – Structural Engineering

Task 4.3 – MEP Design

Task 4.4 – Civil Design

Task 5 – Permitting

Task 6 –Construction Phase Services

TECHNICAL STANDARDS AND PROCEDURE ASSUMPTIONS

- Microstation and/or Geopak computer applications will be used for all design and plan sheets produced on this project, as well as the following:
- City of Pflugerville Unified Development Code
- Architectural Barriers, Texas Department of Licensing and Regulation (TDLR)
- Americans with Disabilities Act (ADA) Regulations

SCOPE OF SERVICES

Task 1 – PROJECT MANAGEMENT AND COORDINATION

1.1 Progress Meetings, Coordination and administration of work products

- Engineer has allocated additional time and effort need for incorporation of additional practices (architecture, MEP, structural). Engineer will manage Project activities (including subconsultants), direct the project team/staff, and keep records of project communications / files.

Task 2 – DATA COLLECTION

2.1 Geotechnical

Geotechnical services to be performed by Raba Kistner (see attached scope).

2.2 Surveying

- **Topographic Survey**

Halff Associates will perform a topographic survey of the facility location within the subject tract(s) outlined in the image below (± 0.3 acres).



The following specific services will be provided:

- o Obtain break lines and spot elevations sufficient for 1-foot contour intervals.
- o Obtain line and grade on handicap ramps, crosswalks, and sidewalks.
- o Locate above ground visible improvements.
- o Locate visible utility locations, including ties to above-ground features, such as power poles, valves, and other features (i.e. edges of pavement, curbs and gutter, sidewalks, building corners etc.) either found by our surveyors or located for us by utility companies and/or other agencies.
- o Provide spot elevations at center point of manhole covers and access vaults.
- o Provide invert elevation of manhole and elevation of pipe flowlines (if possible).
- o Provide location, pipe size, (if possible) and invert elevation of existing storm drain structures.
- o Process field collected data for field survey.
- o Perform quality control for survey requirements.
- o Prepare base map illustrating data collected above.
- o Include property ownership and boundary information.
- o Extract spot elevations and break lines into DTM.
- o Extract and prepare triangulated irregular network into DTM.
- o Load 1-foot contour information.
- o Provide a MicroStation cadd file.

Task 4 – DESIGN SERVICES

The following subtasks represent effort that is required outside of the current contract. These services are necessary for design and incorporation of the proposed Facility.

4.1 Architectural Design

The architectural scope is limited to the evidence building only. Initial information is that the building will be approximately 1280SF. The City prefers open warehouse space so that the shelving space can be optimized. A stand-alone desk in the area for a computer but the City does not need to plan on office space. The City is planning on 15' ceilings so that will allow up to 10 feet with the shelving units. That will provide enough clearance from the top rack to ceiling to use the top rack for boxes. The storage will be utilized for general evidence. There will be no guns, narcotics or money stored in this facility. Architectural design effort includes the following assumptions and exclusions:

- No City aesthetic restrictions or requirements are known at the time of this proposal preparation.
- A single restroom is included.
- A separate office is excluded, however an area to perform record keeping duties will be provided.
- Overall building including covered parking 40' x 42'
- Vehicle Processing Garage 32' x 22', Evidence Warehouse 32' x 18' with reinforced security doors, Covered Parking 10' x 40'.
- Furniture, Fixtures and Equipment (FFE) design is excluded. Specification of roll up doors for the garage element is included.

Project Initiation

Architectural services will be limited to:

- Confirm regulatory requirements for the building with the AHJ (City of Pflugerville).

Design Phase Services

The scope of services will include 15%, 90% and 100% design services and the issuance of contract documents to the Project PM for construction.

- Provide 15% concept to City for architectural design approval.
- Provide 90% Submittal sets of drawings and specifications for City Review and Comment. Submittal sets will consist of electronic files to be printed by project PM.
- Submit 100% signed and sealed solicitation documents.
- Preparation of design drawings in REVIT
- Delivery of drawings in Autocad and PDF for inclusion with bid documents. • Preparation of technical specifications for inclusion with bid documents.

4.2 Structural Engineering

The structural scope of work includes the design of evidence storage facility with approximately 1,280 square feet of new floor area. The superstructure will be entirely prefabricated metal building. The foundation is presumed to be drilled shafts and the floor slab is presumed to be a slab on a prepared subgrade.

The structural scope of work is defined by task as follows.

1. Identify applicable structural codes, standards and regulations.
2. Preparation of contract documents (drawings and specifications). Drawings will include general notes, plans, sections and details. Specifications will be edited standard specifications.

4.3 MEP Design

In general, mechanical and electrical engineering services include the design of the building plumbing, lighting, power, and fire alarm systems.

Specifically, the following engineering services will be provided:

A. Utility Services: The electrical and telephone utility services for the project will be coordinated with the applicable local utilities. The water and sewage will be coordinated and will be extended to five feet outside the building line. The natural gas piping will be extended to the utility meter as required.

B. Mechanical Electrical Plumbing Construction Documents: Halff Associates, Inc. will furnish mechanical, electrical, and plumbing design, construction drawings, and specifications depicting the following systems:

1. Mechanical Systems:

- a. Evaluate HVAC load profile for the space utilizing Trane Trace 700 load program.
- b. Selection and specification of HVAC equipment to accommodate evidence storage area only.
- c. Design of ventilation system to toilet room and vehicle garage.
- d. Design and/or modification of the supply air ductwork and air distribution to accommodate space plan.

2. Electrical Systems:

- a. Engineering analysis and design of new electrical service to the building. We will coordinate with the local utility as required.
- b. Design and specification of lighting for building interior and site lighting associated with the new building only.
- c. Design of general power distribution to include distribution/branch circuit panels, electrical device locations, and electrical feeders to HVAC equipment, plumbing & fire alarm systems.
- d. Drawing depicting rough-in locations for the IT, AV, security, and fire alarm systems. Design of IT, AV, and security by others.

3. Plumbing Systems:

- a. Design of domestic cold water distribution and sanitary sewer systems from the toilet room to a point 5' outside the building. Domestic hot water shall be point of use at the toilet room lavatory.
- b. Selection of specification of plumbing fixtures.
- c. We do not anticipate natural gas service the building.

4. Fire Protection System:

a. Fire protection design is specifically excluded. A system is not required per correspondence with the ESD Fire Marshall based on proposed square footage and stacking height area. Election of incorporating a fire protection system will require a Supplement for design.

Task 5 – PERMITTING

Consultant shall submit each bid set separately upon completion to achieve the desired timeframe by the Client. The following regulatory agencies will review each set of plans.

5.2 City of Pflugerville Building Permit

Consultant shall follow all required building permit processes within the City of Pflugerville Development Services. Consultant shall provide the following services:

- Formally submit the Building Application as required.
- Respond to one (1) round of City comments for building permit approval.

Task 6 – CONSTRUCTION PHASE SERVICES

6.2 Construction Phase

- Submittal Reviews - Review Contractor submittals and shop drawings associated with MEP, Structural and Architectural elements. Shop drawings will be reviewed for general conformance with the plans and specifications and will include providing stamped concurrence, exceptions or resubmittal notations to the Contractor.

ITEMS EXCLUDED FROM SCOPE OF SERVICES

- Boundary Survey
- Tree Survey
- Design of public and franchised utility adjustments
- Environmental Investigations or Reports
- Land or easement acquisition
- USACE Individual 404 Permit
- Conditional Letter of Map Revision (CLOMR) or Letter of Map Revision (LOMR)
- Stormwater Pollution Prevention Plan (SWPPP)
- Water well design or modification
- Filing fees or permit fees
- Construction: staking, inspection or quality control
- Design of overflow scuppers and/or roofing slope design.
- Design of communications, AV, and security systems.
- Modification to the MEP design systems due to change in building code during the design or construction phase.
- International Energy Conservation Code building envelopes compliance check and lighting compliance checks designed by others.
- Energy studies.
- Services for the design of trench excavation and shoring are specifically excluded.

PROPOSED SUPPLEMENT #1 FEE SCHEDULE

**Pflugerville Police Department
Pflugerville, Texas**

HALFF FEE

Task 1 – Project Management and Coordination	\$ 1,350.00
Task 2 – Data Collection	\$ 4,550.00
Task 3 – Preliminary Engineering	\$ -12,715.00
Task 4 – Design Plans and Construction Documents	\$ 67,960.00
Task 5 – Permitting	\$ 1,910.00
Task 6 – Construction Phase Services	\$ 5,015.00
TOTAL CIVIL FEE	\$ 66,160.00

The fees for Tasks 1 through 6 shall be considered on a lump sum basis. **Task 4 includes a credit in the amount of \$8,380 and Task 3 for \$12,715 to the City for civil services no longer anticipated as part of Supplement #1.** Our services will be invoiced monthly based on percentage of work completed. Costs incurred will be carefully monitored during the progress of this project and the fees will not be exceeded without prior approval from the City.

Credits for Task 3 include effort no longer needed for Concept Master Planning and Phase Construction Cost Estimating.

Credits for Task 4 include reduced level of effort of Civil drainage design, parking lot and grading, and erosion and sediment control.

[Delivery by Email: dFranz@Halff.com]

Proposal No. PAA19-200-00
June 23, 2020

8100 Cameron Road, Suite B-150
Austin, TX 78754

P 512.339.1745
F 512.339.6174
TBPE Firm F-3257

AMENDED AGREEMENT FORM

AS AN ADDITION TO THE FOLLOWING AGREEMENT:

WWW.RKCI.COM

Project Name: Pflugerville Police Department

RKCI Project No. AAA20-031-00, issued May 22, 2020

WE HEREBY AUTHORIZE RKCI TO PERFORM THE FOLLOWING ADDITIONAL SERVICE(S):

To drill an additional soil boring south of the existing facility to an approximate depth of 15 ft below the existing ground surface. We understand the building footprint has changed and an additional boring is warranted to confirm our previously provided foundation recommendations. Laboratory testing will be conducted and the results of the additional boring will be incorporated into an updated final geotechnical report deliverable based on the new boring location.

ADDITIONAL LUMP SUM COST:	\$	2,100.00
ORIGINAL LUMP SUM COST:	\$	4,800.00
	\$	6,900.00

Our invoices are due and payable upon receipt at P.O. Box 971037, Dallas, Texas 75397-1037. All parties hereby agree that this contract upon acceptance will be performable in Bexar County, Texas. Our services will be performed in accordance with this letter agreement and the previously executed agreement referenced above. Please sign, date, and return one signed copy of this form to provide written confirmation of your authorization for our firm to commence work on the specific services outlined herein.

SIGNATURE:	X	DATE:	
PRINTED NAME:	Mr. Dan Franz		
COMPANY NAME:	Halff Associates, Inc.		
COMPANY ADDRESS:	9500 Amberglen Boulevard, Bldg. F, Suite 125		
CITY, STATE, ZIP:	Austin, Texas 78729-1102		
PHONE NUMBER:	512-777-4606	FAX NUMBER:	
E-MAIL:	dFranz@Halff.com		

RABA KISTNER CONSULTANTS, INC.


Yvonne Garcia Thomas, P.E.
Vice President

YGT: tlc

Copies Submitted: Above (1)

Addendum to Exhibit C

PROPOSED FEE SCHEDULE- Pflugerville Police Department

PROJECT TASK	PROJECT MANAGER	CIVIL ENGINEER, PE	CIVIL ENGINEER, EIT	RPLS PROJECT MANAGER	SR SURVEY/ SUE TECH	SURVEY/ SUE CREW	MEP ENGINEER	CADD TECHNICIAN	SENIOR ARCHITECT	ASSOCIATE ARCHITECT	STRUCTURAL PE	SUB SERVICES	DIRECT COSTS	TOTAL
Task 1: Project Management														
1.2 Additional Coordination and Administration	6.0													\$1,350.00
Subtotal														\$1,350.00
Task 2: Data Collection														
2.1 Geotech (Raba Kistner, Inc.) Drilling, Testing & Reporting												\$ 2,100.00		\$2,100.00
2.2 Topographic Survey (Half Associates, Inc.) Topographic Survey				2.0	6.0	8.0								\$2,450.00
Subtotal														\$4,550.00
Task 3: Preliminary Engineering														
Original Contract Task 3 Credit													-12,715.00	-\$12,715.00
Subtotal														\$0.00
Task 4: Design Plans and Construction Documents														
4.1 Architectural Design														\$0.00
Project Initiation									16.0	20.0				\$5,700.00
Design Phase Services														\$0.00
15% Concept									12.0	30.0				\$5,850.00
90% Submittal									16.0	32.0				\$6,960.00
100% Submittal										48.0				\$5,040.00
Details									8.0	76.0				\$9,780.00
Specifications									46.0					\$10,350.00
4.2 Structural Design											48.0			\$10,560.00
4.3 MEP Design							68.0							\$14,620.00
4.4 Civil Design (Parking, E&S , Util, Drainage)	4.0	6.0	25.0					27.0						\$7,480.00
Original Contract Task 4 Credit													-\$8,380.00	-\$8,380.00
Subtotal														\$67,960.00
Task 5: Permitting														
Building Permit		4.0	10.0											\$1,910.00
Task 6: Construction Phase Services														
6.2 Construction Phase							16.0		7.0					\$5,015.00
Subtotal														\$5,015.00
TOTAL Hours	10.0	10.0	35.0	2.0	6.0	8.0	84.0	27.0	105.0	206.0	48.0			
TOTAL PROJECT														\$66,160.00
HOURLY RATES	\$225	\$190	\$115	\$165	\$120	\$175	\$215	\$95	\$225	\$105	\$220			