

ATTACHMENT SC

City of Pflugerville

Pfennig Lane Pump Station Improvements Study Phase

Background and Scope of Work

The Study Phase of the Pfennig Lane Pump Station Improvements Project will include review of the existing City of Pflugerville water model and master plan. This review will yield information on required system demands and required sizing of the pumps and piping. The purpose of the study phase is to determine the infrastructure required to meet customer demands that are projected to increase by October of 2014. At the conclusion of the study phase, a second contract will be drafted for preliminary design, final design, bid and construction phase services for the remainder of the project. This second contract will include an additional tank and improvements to the existing Pfennig Pump Station including but not limited to additional pumps. If additional pumps are required for increased capacity of the Pfennig Pump Station to meet customer demands, construction completion for these pumps will be scheduled for October of 2014.

Project Assumptions

- A. The water model and water master plan will be provided by the City of Pflugerville (City).
- B. Record drawings for the Pfennig Pump Station will be provided to FNI by the City in ACAD format.
- C. The scope of this phase is limited to evaluating the storage and pumping facilities at the Pfennig Pump Station and does not include evaluating off-site pumping or storage facilities.
- D. Preliminary Design, Final Design, Bid Phase and Construction Phase services for this project will not be included in this contract.

Contract Services

Freese and Nichols, Inc. (CONSULTANT) has been selected to provide professional services for the Pfennig Lane Pump Station Improvements project. The City desires to proceed with the Study Phase for this project, the subject of this Agreement for Professional Services.

ARTICLE I

BASIC SERVICES: After authorization from the City, CONSULTANT shall proceed with the Basic Services as described below. CONSULTANT will provide monthly progress reports and schedule updates to the City. CONSULTANT shall render the following professional services in connection with the development of the Project:

- A. PHASE A – STUDY PHASE: Upon execution of this AGREEMENT and upon receiving a Notice to Proceed from the City, CONSULTANT shall provide professional services in this phase as follows:
 - 1. PROJECT MANAGEMENT
CONSULTANT shall coordinate internally and also with the City for successful Study Phase initiation, planning, execution, monitoring/controlling and closeout. CONSULTANT shall manage Study Phase integration, scope, time, cost, quality, staff resources, communications, risk and procurements as necessary. This includes but is not limited to:

- a) Consult with the City: (1) to review the scope of services, (2) to verify the City's requirements for the Project, and (3) to review available data.
 - b) Advise the City as to the necessity of the City's providing or obtaining data or services from others, and assist the City in connection with any such services.
 - c) Direction and coordination of CONSULTANT's staff and sub-consultants for completion of required tasks and deliverables for the Study Phase.
 - d) Provide internal QC review of Study Phase Memorandum.
2. MEETINGS: CONSULTANT will prepare meeting agendas and minutes for all meetings and workshops listed below:
- a) Attend one (1) project site evaluation to assess the project site and assist in determining necessary improvements.
 - b) Attend one (1) review workshop to review the City's comments on the Study Phase Memorandum.
3. STUDY PHASE MEMORANDUM: CONSULTANT will provide the following services:
- a) Review the City's water master plan and water model to evaluate future capacity needs at the Pfennig Lane Pump Station. The model evaluation will only include the Pfennig Pump Station facilities.
 - b) Size the additional proposed pumps based on future capacity needs.
 - c) Size the pump station piping based on Hydraulic Institute Standards to assure that piping will not need to be replaced.
 - d) Evaluate if the pump station's capacity is adequate to meet current winter or off-peak demands, including the Manville service area.
 - e) Verify the size of the proposed ground storage tank at the Pfennig Lane Pump Station and provide recommendations if additional property acquisition is required.
 - f) Prepare a project schedule for the design phase, bid phase and construction phase of the Pfennig Lane Pump Station Improvements Project. Identify alternative delivery methods if needed to meet the City's required schedule.
4. ENGINEER'S OPINION OF PROBABLE COST (EOPC): CONSULTANT will provide a Preliminary EOPC of improvements including any alternatives.
5. DELIVERABLES: CONSULTANT will provide copies of reports and other data to the City as required. Furnish electronic and hard copies as shown for the following deliverables for the Study Phase:
- a) Agendas and Meeting Minutes for all meetings – one (1) electronic copy
 - b) EOPC – one (1) electronic copy
 - c) Study Phase Memorandum – one (1) electronic copy and four (4) hard copies delivered to the City

ARTICLE II

ADDITIONAL SERVICES: Additional Services to be performed by CONSULTANT, if authorized by the City, which are not included in the above described basic or supplemental services, are described as follows:

- A. Preliminary Design Phase, Final Design Phase, Bid Phase and Construction Phase services related to the Pfennig Lane Pump Station Improvements project.
- B. Design, contract modifications, studies or analysis required to comply with local, state, federal or other regulatory agencies that become effective after the date of this agreement.