

**AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT
FOR CIVIL ENGINEERING SERVICES FOR
THE TEXAS A&M UNIVERSITY AREA STREETS PROJECT
NO.: 23-03921
AMENDMENT NO. 1**

This Amendment to the Professional Services Agreement for Civil Engineering Services for the Texas A&M University Area Streets Project (“Project”), is entered into by and between the City of San Antonio ("City"), a home rule municipal corporation, acting by and through its City Manager, and M.W. Cude Engineers ("Consultant"), acting by and through its duly authorized corporate representative, as set out below. The City and Consultant are referred to collectively herein as the "Parties".

WHEREAS, on November 10, 2022, through Ordinance 2022-11-10-0872, City Council approved the execution of a Professional Services Agreement between the Parties; and

WHEREAS, on May 2, 2023, the Parties executed a Professional Services Agreement in an amount not to exceed \$844,640.00 ("Original Agreement").

WHEREAS, the Parties desire to add additional Civil Engineering design and other professional services and increase the contract capacity by \$809,753.00 to the Project, as described in the Fee Proposal attached as **Exhibit 1**, and summarized in the table below:

Original contract capacity	\$844,640.00
Amendment amount	\$809,753.00
New contract capacity	\$1,654,393.00

WHEREAS, it is understood between the Parties that Exhibit 1 is attached solely for reference to the additional scope of services contained therein, and City is not bound by any additional terms or conditions contained therein nor in any attachments thereto; and

WHEREAS, the Contract Price is hereby revised to a not to exceed amount of \$1,654,393.00; and

NOW THEREFORE, in consideration of the terms, covenants, agreements and demises herein contained each to the other given, the sufficiency and receipt of which are hereby acknowledged, the Original Agreement is amended as follows:

1. **Contract Price.** The not to exceed amount of the Contract Price is hereby increased in the amount of \$809,753.00 for a revised not to exceed Contract Price of ONE MILLION, SIX HUNDRED FIFTY-FOUR THOUSAND, THREE HUNDRED NINETY-THREE AND 00/100 U.S. DOLLARS (\$1,654,393.00).
2. **Additional Services.** The additional services described in the proposal letter attached as Exhibit 1, excluding any additional terms contained therein or in any attachments thereto, are hereby added and incorporated into the Original Agreement.

3. **Signatory Authority**. Consultant represents, warrants, assures and guarantees that the signatory below has full legal authority to execute this Agreement on behalf of Consultant, and to bind Consultant to all terms, performances and provisions herein contained.

Except as amended hereby, all other provisions of the Agreement and corresponding Amendments are hereby retained in their entirety and remain unchanged.

EXECUTED and **AGREED** on this date: _____.

CITY OF SAN ANTONIO

M.W. CUDE ENGINEERS

(Signature)

Razi Hosseini, P.E., R.P.L.S.
Director/City Engineer,
Public Works Department



(Signature)

Jeffrey McKinnie
Sr. Vice President

Approved as to Form:

Tino Gallegos
Assistant City Attorney

Exhibit 1



PUBLIC WORKS

P.O. Box 839966 • San Antonio, Texas 78283-3966

Date: August 2, 2024

Cude Engineers
Jeffrey McKinnie, PE
Principal-In-Charge
4122 Pond Hill Rd., Suite 101
San Antonio, Texas 78231

RE: Fee Proposal Approval
Texas A&M University Area Streets Phase 2
COSA Project No.: (23-03921)

Mr. McKinnie:

The City of San Antonio Public Works Department (PWD) has approved your fee proposal in the not to exceed amount of \$809,753.00. Of this amount, \$632,957.00 is for design services and \$176,796.00 is for design allowances. The approved fee covers all design and professional services required to fulfill the scope of work in accordance with the City of San Antonio's Design Guidance Manual (DGM). All services and deliverables are required to comply with the DGM unless specifically excluded or modified on the attached list.

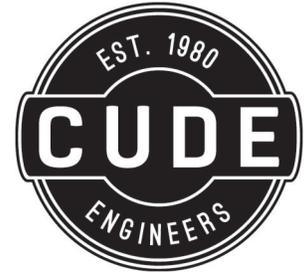
You are reminded that the selection of your firm as the City's consultant for this project was based on your design knowledge and ability to meet the project schedule. We will rely on your firm to follow through on making any requested revisions to such an extent that the City staff will only make cursory reviews of plans to ensure comments are incorporated. The City intends to hold your firm accountable for rendering professional services in accordance with the terms of the signed contract and the Design Guidance Manual.

If you have any questions concerning your contract, please feel free to contact me at (210) 207-3966, or florencio.rodriguez@sanantonio.gov.

Sincerely,

A handwritten signature in blue ink, appearing to read "FR", followed by a horizontal line.

Florencio Rodriguez Jr., P.E.
Senior Engineer
Project Management Division



August 1, 2024

Florencio Rodriguez Jr. P.E.
Senior Engineer
City of San Antonio - Public Works Department
100 W. Houston St., 15th Floor
San Antonio, Texas 78205

Re: Texas A&M San Antonio – Streets Phase 2
Engineering Proposal
CUDE Project P04135.000.1

Dear Mr. Rodriguez:

Cude Engineers is pleased to have been selected to be part of the 2022-2027 City of San Antonio Bond Program. Please find attached our engineering proposal for the Texas A&M San Antonio Streets project. This proposal was prepared per the scope as discussed in our meeting on June 18th. Our fee for base services will not exceed 10.5% of the construction value of \$6,028,289 or **\$632,957**.

Please find attached the following items:

- Project Work Plans
 - Cude Engineers
 - Cude Engineers (Survey)
 - Arias & Associates (Geotech)
 - Cobb Fendley (SUE)
 - CFZ Group (Landscape)
 - KNRG (RAS)
 - Legacy Engineering Group (Roadway/TCP)
 - RESPEC (Drainage)
- Generalized Scope of Services
- DGM Exclusions Form
- Schedule of Payment/Fee Summary

Sincerely,

DocuSigned by:

84555501AE154AC...
Jeffrey McKinnie, PE
Sr. Vice President

DocuSigned by:

97638E22658442E...
Christopher R. Dice, PE
Executive Vice President

Appendix 2C City of San Antonio Capital Improvement Projects Generalized Scope of Services

2C.1 Generalized Scope of Services

Table 2C- 1: Generalized Scope of Services	
No. Description	
01.	Project Management
	01.010. DSR Preparation/ Scoping Meeting
	01.020. Complete Streets Assessment
	01.030. Design Review Meetings (20% utility meeting, 40%, 70% , 95%, 100% meetings)
	01.040. Design Progress Review Meetings (frequency as needed for project development)
	01.050. Prepare Meeting Minutes for all attended meetings
	01.060. Develop and Maintain Project Schedules (includes both Design and Construction) – include in each design submittal
	01.070. Project Administration (includes but not limited to invoicing, sub consultants management, document management, PRIMELink)
	01.080. QA/QC (processes, communication, and deliverables)
	01.090. Operations and Maintenance Manual
02.	Right of Way Surveying
	02.010. Acquire Ownership information
	02.020. Secure Right of Entry
	02.030. Survey ROW
	02.030.010. Apparent ROW only
	02.040. Monument ROW
	02.050. Prepare ROW Map
03.	Topographic Surveying / Base Mapping
	03.010. Establish Primary Project Control
	03.020. Establish Secondary Project Control
	03.030. Set Project Centerline or Baseline
	03.030.010. Interval 50'
	03.040. Survey topographic features
	LIDAR if specified
	03.050. Survey Cross Sections / Spot Elevations to Develop DTM / Cross Sections
	03.050.010. 25 feet into adjacent property
	03.060. Secure utility maps (any and all known utilities)

Table 2C- 1: Generalized Scope of Services (continued)			
No. Description			
	03.070.	Survey Quality Level C locates	
		03.070.010.	Water
		03.070.010.010.	Valve Box elevation
		03.070.010.020.	Valve Stem elevations
		03.070.020.	Sanitary Sewer
		03.070.020.010.	Manhole Rings and Covers elevations
		03.070.020.020.	Invert elevations and details (sizes, configurations, flow directions, north arrow)
		03.070.030.	Natural Gas
		03.070.030.010.	Valve Box elevations
		03.070.030.020.	Valve Stem elevations
		03.070.030.030.	Test box elevations
		03.070.040.	Storm Drainage
		03.070.040.010.	Manhole rings and covers elevations
		03.070.040.020.	Invert elevations and details
		03.070.040.030.	Curb inlets
			03.070.040.030.010. Top elevations
			03.070.040.030.020. Floor and invert elevations
			03.070.040.030.030. Lateral details (sizes, configurations, flow directions, north arrow)
		03.070.040.040.	Outfall elevations
		03.070.040.050.	Culvert and headwall dimensions and elevations
		03.070.050.	Underground Electric & Telecommunications
		03.070.050.010.	Manhole rings and covers elevations
		03.070.050.020.	Vault elevations and dimensions
		03.070.050.030.	Conduit elevations at Vaults
		03.070.060.	Develop Utility Basemap
		03.070.070.	Mains and services
	03.080.	Survey Trees	
		03.080.010.	All trees with trunk diameter > 4"
		03.080.020.	Show
		03.080.030.010.	Species
		03.080.030.020.	Trunk diameter
		03.080.030.030.	Spread

Table 2C- 1: Generalized Scope of Services (continued)	
No.	Description
03.090.	Survey Bridges and Structures
	03.090.010. Full measure up (secure all relevant measurements needed)
	03.090.020. Locate Columns, abutments, and bridge deck only
	03.090.030. Profile grade lines
	03.090.030.010. Centerline
	03.090.030.020. Break back line(s)
	03.090.030.030. Curb line
03.100.	Survey Ordinary High Water Mark (Coordinate with Environmental Division)
03.110.	Develop Project Layout Sheet with Control Points
03.120.	Stake Storm Drain Outfall Alignment (Coordinate with Environmental Division)
03.130.	Centerline / ROW Staking for Utility Relocation Prior to Project Bid (2 times: 1 – prior to utility design (non joint-design), 2-prior to utility construction (non joint-bid))
04. Roadway Design	
04.010.	General Sheets – Index, Summaries / Quantities, Supplemental General Notes
04.020.	Establish Typical Roadway Sections (Existing and Proposed) for various roadways in project area
04.030.	Establish Horizontal Roadway alignments
	04.030.010. Provide horizontal alignment data info (PC, PI, PT Stations and coordinates; tangent bearings and lengths)
	04.030.020. All alignments are named and shown clearly in plans
	04.030.030. All intersection roads to be reconstructed have alignment
04.040	Roadway Profiles
	04.040.010. All intersecting roads to be reconstructed have profile
	04.040.020. Vertical curve included for all grade changes greater than 1.5%
	04.040.030. Naming of each profile should reflect the associated alignment
04.050	Street Cross Sections
	04.050.010. Cross sections provided at 50' interval & at significant features
	04.050.020. Cross sections provided at each driveway within project limits; before/after each bridge structure.
	04.050.030. Annotate cross section features include but not limited to: cross slopes, PGL location, existing/proposed ROW, existing/proposed underground utilities.
	04.050.040. Limits of construction (excavation).
	04.050.050. Cut / Fill quantities (average end area, provide station to station quantities)

Table 2C- 1: Generalized Scope of Services (continued)			
No. Description			
	04.060.	Develop Plan and Profile sheets for 1" = 40' plans unless PM specified differently	
		04.060.010.	Existing/Proposed Utilities are shown in plan and profile views
		04.060.020.	Existing/Proposed Structures and Culverts are shown in profile view with elevations
		04.060.030.	Existing / Proposed profiles are clearly shown, labeled / legend provided.
		04.060.040.	Vertical clearances provided where required, with cross street / structure clearly shown.
		04.060.050.	Existing and Proposed Elevations are provided at 25' interval and line up with profile grid.
		04.060.060.	Vertical curves and grades information are clearly shown.
	04.070	Driveway Summary Sheet	
		04.070.010	Driveways referenced are shown and numbered on plan sheets
		04.070.020	Confirm steep driveway grades will not cause vehicles to ground out
		04.070.030	Show existing/proposed driveway material
		04.070.040	Confirm driveway retaining wall needs and confirm 45° cutbacks at sidewalks/ramps
		04.070.050	Clearly indicate driveway configuration used and residential/commercial.
		04.070.060	Driveway penetrations provided in both summary and plan sheets and tie ins are properly designed.
	04.080	Retaining Wall Plans (Greater than 3 ft)	
	04.090.	ROW Strip Map – outlines all of the property acquisitions needed for the project. Submit at 40%.	
05.	Drainage Design		
	05.010.	Establish Design Discharges	
		05.010.010.	Delineate drainage areas and establish flow patterns
		05.010.020.	Model Hydrology (Pre-Project and Post-Project)
		05.010.030.	Calculate design discharges
	05.020.	Design storm drainage facilities	
		05.020.010.	Roadways and Storm Drain System
		05.020.010.010.	Establish inlet locations and design discharges
		05.020.010.020.	Develop storm drainage facility sizes, incremental times of concentration, effective drainage areas, design discharges, friction and junction losses, etc.

Table 2C- 1: Generalized Scope of Services (continued)				
No. Description				
			05.020.010.030.	Establish preliminary horizontal and vertical alignments of storm drainage facilities (Max EGL is 1.3 feet below top of curb)
			05.020.010.040.	Identify potential utility conflicts and locations for SUE
			05.020.010.050.	Establish lateral sizes
			05.020.010.060.	Lateral details [with] [without] underground utilities
		05.020.020.	Channels	
			05.020.020.010.	Model existing drainage channel
			05.020.020.020.	Establish analysis nodes
			05.020.020.030.	Develop channel sizes, slopes, velocities, incremental times of concentration, effective drainage areas, design discharges, friction and structure losses, etc.
			05.020.020.040.	Develop pre-project and post-project water surface profiles
			05.020.020.050.	Identify and design energy dissipation facilities
			05.020.020.060.	Establish channel armoring and erosion control areas
		05.020.030.	Bridges / Bridge Class Culverts	
			05.020.030.010.	Model bridges and bridge class structures pre-project and post project
		05.020.040.	Horizontal Channel Alignments	
			05.020.040.010	Centerline geometry (centerline bearings, PI, PC, and PT stations, centerline curve data, etc.)
			05.020.040.020	Bottom width, horizontal distance to top of design section slope, etc.
		05.020.050.	Channel Cross Sections	
		05.020.060.	Culvert Excavation Cross Sections	
		05.020.070.	Special Review Coordination (as required by project)	
			05.020.070.010.	Administrative Exceptions and Variances (AEV)
			05.020.070.020.	Floodplain Development Permits (FPDP)
06.	Pavement Design and Geotech Engineering			
	06.010.	Design pavement sections using COSA Pavement Design Standards – DGM Appendix 10-A		
		06.010.010	Field investigation include test borings	

Table 2C- 1: Generalized Scope of Services (continued)			
No. Description			
		06.010.020	Laboratory Testing Program based on conditions encountered in the borings.
		06.010.030	Geotechnical Summary Report – presents subsurface information obtained and provides specific pavement section design and construction recommendations.
07. Utility Coordination / Management			
	07.010.	Utility Basemap	
		07.010.010	Incorporate existing as built from utility companies, 311 one call locates, block maps into a utility basemap file.
		07.010.020	Maintain and update utility basemap file as more information (verification) becomes available.
	07.020.	Utility Coordination (as outlined in Section 5.0 of the DGM)	
		07.020.010	Identify existing underground/overhead utilities as well as any and all potential conflicts of the existing utilities with the proposed improvements.
		07.020.020	Optimize design to avoid conflicts with existing utilities as much as feasibly possible, providing recommendation to resolve conflicts, and tracking the status of those recommendations to completion.
		07.020.030	Notify utility companies and the City when scope, schedule, or design changes.
	07.030.	Incorporate Joint-Bid Utility Plans	
		07.030.010	Include any joint-bid utility plans into overall design including construction phasing and sequence of work in the traffic control plan, update utility conflict matrix as needed.
	07.040.	Develop Utility Conflict Matrix and continually monitor throughout design for resolution of all utilities (including non joint-bid utilities).	
08. Traffic Control Plan			
	08.010.	Construction Phasing Typical Sections	
	08.020.	Construction Phasing and Sequence of Work	
	08.030.	Construction Phasing Layouts	
	08.040.	Traffic control and advanced warning devices	
	08.050.	Detour layouts and barricade plans	
	08.060.	Temporary Signals	
	08.070.	Temporary Illumination	
	08.080.	Pedestrian detours	
	08.090.	Joint-bid utilities incorporation (joint-design or non-joint-design)	

Table 2C- 1: Generalized Scope of Services (continued)	
No.	Description
09.	Other Plans
	09.010. Intersection Layouts
	09.020. Bridge Layouts
	09.030. Traffic Signal Plans
	09.030.010 Traffic Signal Layout
	09.030.020 Traffic Signal Elevation Details
	09.030.030 Traffic Signal Notes
	09.040. Illumination Plans
	09.050. Pavement Marking and Signing Plan
	09.060. SW3P Plan
	09.060.010. SW3P Narrative
	09.060.020. SW3P Layouts
	09.070. Tree Preservation / Mitigation Plan
	09.080. Details and Specifications
	09.080.010. Special Details
	09.080.020. List of Governing Specifications
	09.080.030. Special Provisions
	09.080.040. Special Specifications
10.	Environmental and Regulatory Coordination
	10.010. General Environmental Coordination
	10.020. TXDOT Permits
	10.030. TDLR Design Approval
11.	Cost Estimating
	11.010. 40% Plans Cost Estimate
	11.020. 70% Plans Cost Estimate
	11.030. 95% Plans Cost Estimate
12.	Bid Phase
	12.010. Submit 100% Plans With All Joint-Bid Utilities
	12.020. Final Project Specifications Book
	12.030. Submittal List
	12.040. Finalize Constructability Issues
	12.050. Review Utility Conflict Report and Address Pending Items

Table 2C- 1: Generalized Scope of Services (continued)

No. Description		
	12.060.	Participate in 100% Review Meeting
	12.070.	Assist the City in Preparing Advertising Documents
	12.080.	Distribute Plans and Specifications to Contractors and Plan Rooms
	12.090.	Participate in Pre-Bid Meeting
	12.100.	Respond to Contractor Questions
	12.110.	Prepare and Distribute Necessary Addenda
	12.120.	Evaluate Bids, Prepare Bid Tabulation, and Issue Letter of Recommendation
	12.130.	Participate in Pre-Con meeting
13. Construction Management		
	13.010.	Reestablish Project Control Points for Contractor Prior to Construction
	13.020.	Review Contractor Pay Estimates
	13.030.	Review / Negotiate Change Orders
	13.040.	Review Shop Drawings
	13.050.	Respond to RFI's
	13.060.	Project Site Visits and Reports (Minimum Two Per Month)
	13.070.	Participate in all Construction Progress Meetings and Prepare Meeting Minutes (Coincide With 13.6 When Possible)
	13.080.	Final Walkthrough and Punchlist Review
	13.090.	TDLR Inspection
	13.100.	Prepare project record drawings and update quarterly
	13.110.	Participate in one-year warranty inspection of project
14. Project Closeout		
	14.010.	Provide Record Drawings
15. Communications		
	15.010.	Scoping Public Meeting (Complete Streets) and Exhibits
	15.020.	Attending public meetings and providing exhibits for display/presentation
	15.030.	Stakeholder Meetings

Table 2C- 1: Generalized Scope of Services (continued)	
No. Description	
16.	Additional Services Allowance (typical services outside of base scope)
	16.010. Survey ROW: Boundary Survey
	16.020. Prepare plats and field notes of parcels to be acquired
	16.030. Drainage Special Review Coordination (as required by project)
	16.030.010. Low Impact Development (LID)
	16.030.020. FEMA Map Changes (tie to FEMA model, secure CLOMR/LOMR)
	16.040. Geotechnical Engineering Studies for Structures
	16.3.1 Subsurface Exploration – Borings
	16.050. Utility Engineering
	16.050.010. SUE
	16.050.020. Utility Design
	16.060. Traffic Engineering Studies
	16.070. Preliminary Engineering Report
	16.080. Public Involvement (leading PI efforts or additional PI scope not covered in base scope, support for public meetings along with providing exhibits are included in base scope)
	16.090. Environmental Support and Permitting
	16.090.010. WPAP
	16.090.020. RR Permits
	16.100. Landscape Enhancement (if added after base scope provided)

2C.2 Plan Production Information

<input type="checkbox"/>	11x17 sets of 40% review plans (up to 5 sets)
<input checked="" type="checkbox"/>	11x17 sets of 70% review plans (up to 5 sets)
<input type="checkbox"/>	11x17 sets of 95% review plans (up to 5 sets)
<input type="checkbox"/>	11x17 sets of 100% review plans (up to 5 sets)
<input type="checkbox"/>	5 sets of bid documents



PUBLIC WORKS

SCOPING MEETING MINUTES

PROJECT NAME: Texas A&M Area Streets (Phase 2)

COUNCIL DISTRICT: 3 (Phyllis Viagran)

DATE: June 18, 2024

Prepared By: Jeffrey McKinnie, PE

Date: 7/1/2024

PROJECT BACKGROUND

Project Scope: *Construct a 2-lane roadway with driveway approaches, drainage, and other improvements as applicable and within available funding. This project is a continuation of Phase 1 improvements and will serve as a connector road to Mauerman Road.*

COSA Project Management Team:

Florencio Rodriguez Jr., P.E. – Senior Engineer

Aaron Mathis, P.E. – Project Engineer

Eric Velasquez, EIT – Senior Engineering Associate

Lashondra Gladney – Capital Projects Officer

Design Firm Team: Cude Engineers

Patrick Murphy, P.E. – Project Manager

Jeffrey McKinnie, PE – Sr VP (PIC)

Sean McFarland, PE – Asst PM

Estimated total Project Cost:

South Entry Road-\$8.0 million

- Funding
 - \$1.3 mil surplus from Phase 1 CoSA
 - \$3.6 mil contribution from TAMU System for Phase 1
 - Shortfall \$3.1 mil

Project Delivery Method: Design-Bid-Build

Background and History:

The Texas A&M University San Antonio Campus growth requires demand for new roadway facilities for their proposed campus expansion. ROW is required for this project. University is dedicating a 70-ft roadway easement for construction.

Project Goals:

The South Entry Road project (Phase 2) consists construction of 2,160 ft of new roadway with two 12.5-ft travel lanes (one lane in each direction), curb and gutter, drainage infrastructure. A future phase will expand the roadway 25-ft more to include two additional travel lanes.

Adjacent Projects: Texas A&M Area Streets (Phase 1)

Scoping Meeting Minutes

Project: Texas A&M Area Streets

Page 1 of 7

PROGRAMMING AND FUNDING

Program Funding: \$10.6 million

Funding Type: 2022-2027 Bond. Proposition A

(*) Includes: Estimated Construction Cost, Design Cost, Real-estate, Environmental Cost, Material Testing, Project Administration Cost, Permit Requirement Cost, PrimeLink Cost and related Contingencies.

EXISTING ELEMENTS

I. Existing Conditions

- A. Apparent Existing width of right-of-way:** None. Right of way will need to be acquired. (70-ft min to TBD max.)
- B. Existing width of pavement:** Abandon in place the existing access road except for areas in conflict
- C. Curb/gutter/sidewalks present?** No
- D. Existing drainage infrastructure:** None
- E. Existing features (trees, landmarks, schools, VIA bus route, etc.):** Trees present, TAMU-SA campus. No bus routes within project limits
- F. Potential hazards:** Floodplain
- G. Predominant land use:** Private

II. Stakeholders

- A. Neighborhood Associations:** Hunters Pond, Mission Del Lago, Los Misiones
- B. Community Groups:** NA
- C. Businesses:** NA
- D. Multi-Family Residential:** Residential Development
- E. Schools:** TAMU-SA
- F. Other:** Verano Land Group, Talavera Properties LLC. – Neither have been contacted yet

III. Client Departments

PROPOSED DESIGN ELEMENTS AND SCOPE

IV. Roadway / Drainage Requirements

A. Street Typical Section Collector – 25-ft concrete pavement (50-ft pavement ultimate width)

B. Traffic –

1. **Traffic Signals:** None anticipated with this project.
2. **Pavement Markings:** Per COSA UDC & MUTCD
3. **Signage:** Per COSA UDC & MUTCD
4. **Specialized Crossings (e.g., Schools, HAWK):** None anticipated for this project
5. **ITSD and Other Considerations:** None anticipated in this project
6. **Traffic Study –** to determine potential for turn lanes on Mauermann Rd

C. Drainage

1. **Design Requirements:** Per COSA UDC/Drainage Criteria Manual (Latest revision)
2. **Bridges / Culverts:** TBD, consider need/costs for earthwork and grading costs vs clear span bridge, potential impact on jurisdictionwaters
3. **Required Permitting:** CLOMR, Floodplain Development Permit (will not be issued until CLOMR approval)
4. **Other Considerations:** Ultimate development of area. Downstream impact analysis.

D. Surveys

1. **Topographic Survey:** Yes. Per COSA DGM
2. **Apparent Right-of-Way or Right-of-Way Boundary Survey:** Roadway right of way to be acquired by COSA.
3. **Plats and Field Notes:** (per each), Additional Services, 70' ROW Easement immediately. Additional easements post 40% Review (Temp construction, drainage)

E. Cross Sections

1. **Every 50 feet**
2. **At all driveways** (Provide the required penetration for the proposed driveways as necessary)
3. **Channel cross sections:** Per COSA DGM
4. **Include ROW lines and existing fences (if encroaching)**
5. **25 feet into adjacent property**

F. Enhancements / Landscaping / Public Art. No public art or landscape enhancements included in this project. Consider native grasses in specifications to re-veg disturbed areas.

G. Low Impact Development (LID) (only if needed or mandated). Not anticipated for this project

H. Complete Streets

1. **Bicycle Facilities.** None

2. **Pedestrian Connectivity (e.g., Park Trail, Schools, Parks, Library, etc.).** None

3. **Transit Considerations (VIA).** TBD

V. Utilities (Existing and Proposed)

A. Utility

1. **CPS Overhead Electric:** Present, high potential for conflict closer to Mauermann Rd

2. **CPS Underground Electric:** Continuation of Ph1 streetlights

3. **CPS Gas:** possible along Mauermann Rd

4. **SAWS Water:** 12" along Mauermann Rd

5. **SAWS Sewer:** 1 crossing that is deep and was originally installed in a bore/casing

6. **Spectrum:** none

7. **AT&T:** previously provided block maps

8. **Grande:** TBD, not at meeting

9. **Google:** TBD, not at meeting

10. **Other:** TBD, Enterprise gas pipeline

B. SUE Expectations (Additional Services – per each): Level A & B for Enterprise Pipeline and SAWS water main along Mauermann Rd

VI. Environmental Considerations

A. Risk Assessment: CoSA to conduct a desktop assessment

B. Recognized Environmental Conditions (RECs): TBD

C. Jurisdictional Waters / USACE 404: CoSA will commence to determine OHW. Will need ROE

D. Archaeological: TBD

E. Historical: TBD, COSA PM Team to get with CoSA OHP

F. **SWPPP:** Assess at 40% Design Submittal

G. **Endangered Species Assessment:** Required for CLOMR, CoSA to order

VII. Geotechnical Considerations

A. **Subgrade Investigation:** Per DGM

B. **Pavement Design (Include sulfate investigation, lime series curve, and tested CBR values [not assumed]):** Per DGM, Concrete Pavement

C. **Structural Analysis:** Not Anticipated. Per DGM

VIII. Permitting

A. **TDLR Review & Inspection:** None, no pedestrian facilities included in project

B. **TxDOT Permit (AFA, LOSA, driveway):** NA

C. **Tree Permit:** Yes

D. **Railroad Permit:** NA

E. **WPAP:** NA

F. **Floodplain Development Permit:** Within FEMA floodplain

G. **CLOMR and/or LOMR:** Both

H. **Certificate of Appropriateness (Historical):** TBD at 40% design phase

I. **Provide exhibits for Environmental Permits as needed (Refer to section VI):**

IX. PRIMELINK

A. www.sanantonio.gov/PublicWorks/Current-Vendor-Resources/COSA-PRIMELink

B. *Business Agreement Form, user Agreement Form*

C. *COSA PRIMELINK Helpdesk*

X. OTHER

A. *CosA to obtain ROE for Geotech and Survey work*

B. *Sustainability – consider low carbon concrete, green armoring and less concrete @ proposed culvert*

PROJECT PROCESSES AND DELIVERABLES

XI. Design Phases

A. **Standard Phases:** 40%, 95%, Bid Phase (100%), and Construction Services (no 70% Submittal)

B. **DGN files to utilities at all phases (Utility design based on approved 40% design)**

C. Intermediate Phases (reference DGM for complete list)

1. 20% Utility Meeting (optional)

XII. Bid Phase (Part of Overall Design Phase)

- A.** Prepare Submittal List
- B.** Submit 100% Plans with All Joint-Bid Utilities
- C.** Final Project Specifications Book
- D.** Submittal List
- E.** Finalize Constructability Issues
- F.** Review Utility Conflict Report and Address Pending Items
- G.** Participate in 100% Review Meeting
- H.** Assist the City in Preparing Advertising Documents
- I.** Distribute Plans and Specifications to Contractors and Plan Rooms

XIII. Construction Phase

- A.** Re-establish benchmarks prior to construction
- B.** Bi-Weekly Construction Update Meetings
 1. Draft meeting minutes distributed by the second business day:
 2. Final meeting minutes by the fifth business day:
- C.** Project Site Visits and Reports (Minimum Two Per Month)
 - *Consultant to coordinate site visits with PM Team if requested
- D.** Review Monthly Estimates
- E.** Review/Approve submittal(s)
 - * Consultant to provide response within 5 days or sooner as directed per PM Team (exceptions may be noted)
- F.** Review Change Order(s)
- G.** RFI Review and Responses
 - * Consultant to provide response within 3 days or sooner as directed per PM Team (exceptions may be noted)
- H.** Final Inspection & provide punch list report
- I.** Attend 1-year warranty inspection
- J.** Quarterly Updates of Record Drawings (provide revised plan sheets with latest updates clouded each quarter)

XIV. Project Closeout

- A. Record Drawing Submittal

XV. Public Relations

- A. Public Meetings Support and Participation
- B. Preparation of Exhibits for Each Meeting
- C. Document Public comments, questions, and help provide responses

XVI. Fee Proposal Deliverables

- A. Scope of Work Narrative / Meeting Minutes

- 1. Draft meeting minutes distributed by the second business day
- 2. Final meeting minutes by the fifth business day

- B. Fee Proposal Package Due **2** Weeks After Scoping Meeting: (07/2/2024)

- 1. Basis of Fee: Construction Cost Estimate
- 2. Fee Proposal (Submitted with Basis of Fee Construction Cost Estimate)
- 3. Design Schedule (from NTP)
 - i. 40% Design Phase – *120 days*
 - ii. 95% Design Phase – *120 days*
 - iii. Bid Phase/100% Design Phase – *21 days*
 - iv. Expected Advertisement Date – *October 2025*

Construction Duration – *560 days*

- 4. Joint-Design Fee Proposal (e.g., SAWS, CPS)
- 5. DGM Exclusions Form
- 6. Allowances/Additional Services