

**AMENDMENT TO  
PROFESSIONAL SERVICES AGREEMENT  
FOR CIVIL ENGINEERING SERVICES FOR  
THE VANCE JACKSON (LOOP 410 TO ADRIAN) PROJECT  
NO.: 23-03924  
AMENDMENT NO. 1**

This Amendment to the Professional Services Agreement for Civil Engineering Services for the Vance Jackson (Loop 410 to Adrian) 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 Mendez Engineering, PLLC ("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 for Professional Services for the Project; and

**WHEREAS**, on May 16, 2023, the Parties executed a Professional Services Agreement in an amount not to exceed \$1,023,859.00 ("Original Agreement"); and

**WHEREAS**, the Parties desire to add additional Civil Engineering services and increase the contract capacity by \$272,202.00 to the Project, as described in the Fee Proposals for Additional Services #1 and #2 attached as **Exhibit 1**, and summarized in the table below:

Original contract capacity	\$1,023,859.00
Amendment amount	\$272,202.00
New contract capacity	\$1,296,061.00

**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 \$1,296,061.00; 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 \$272,202.00 for a revised not to exceed Contract Price of ONE MILLION, TWO HUNDRED NINETY-SIX THOUSAND, SIXTY-ONE AND 00/100 U. S. DOLLARS (\$1,296,061.00).

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.

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: 5/8/2024.

CITY OF SAN ANTONIO

MENDEZ ENGINEERING, PLLC

\_\_\_\_\_  
(Signature)

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

  
\_\_\_\_\_  
(Signature)

Ray Méndez,  
President

Approved as to Form:

\_\_\_\_\_  
Tino Gallegos  
Assistant City Attorney

## **Exhibit 1**

# MENDEZ ENGINEERING

March 25, 2024

James Wucinski, P.E.  
Senior Engineer / Project Manager  
City of San Antonio Public Works Department  
114 W. Commerce St., 5<sup>th</sup> Floor  
San Antonio, TX 78205

James C. Wucinski, P.E.

Reason: I am  
approving this  
document  
Date: 2024.03.25  
13:51:15-05'00'

**RE: City of San Antonio (CoSA) 2022 Bond – Vance Jackson  
Loop 410 to Adrian Dr.  
Mendez Engineering – Additional Services Request (ASR) #1 Scope of Work and Fee Proposal**

Dear Mr. Wucinski:

This proposal is for Additional Services Request (ASR) #1 Scope of Work pertaining to the above referenced project. The additional scope of services is to provide additional consultation and design services for the complete design and permitting of the proposed CoSA Bond – Vance Jackson project. This additional scope is for conducting a traffic study of the Vance Jackson corridor, from Loop 410 to IH-10 and updating the design and construction plans from a four (4) lane configuration to a three (3) lane (road diet) configuration, between the Loop 410 to Adrian Dr. project limits. Attached is our project's Level of Effort for the additional services.

Based upon our understanding, we have prepared the following specific Additional Scope of Services:

CoSA Total Additional Services – Mendez Engineering - for the project is **\$31,250.00**.

CoSA Total Additional Services – WGI (Traffic Control) - for the project is **\$15,580.00**.

CoSA Total Additional Services – WSP (Signalization Design) - for the project is **\$18,245.00**.

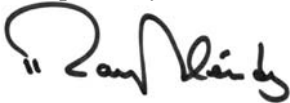
CoSA Total Additional Services – WSP (Traffic Study) - for the project is **\$27,480.00**.

Total Additional Services Request #1 Not-to-Exceed Amount of **\$92,555.00**.

Our additional services scope and fee is based on our understanding of the project per meetings held with CoSA PM and personnel on multiple dates: Dec. 17, 2023, Dec. 21, 2023, Jan. 4, 2024, and Jan. 19, 2024.

If there are any questions or further information is required, please do not hesitate to contact me by phone or email.

Respectfully,



Ray Mendez, PE, CFM, RGDP  
President | Mendez Engineering

# MENDEZ ENGINEERING

March 4, 2024

James Wucinski, P.E.  
Senior Engineer / Project Manager  
City of San Antonio Public Works Department  
114 W. Commerce St., 5<sup>th</sup> Floor  
San Antonio, TX 78205

**RE: City of San Antonio (CoSA) 2022 Bond – Vance Jackson  
Loop 410 to Adrian Dr.  
Mendez Engineering – Additional Services Request (ASR) #1 – Street Layout Scope of Work and  
Fee Proposal**

Dear Mr. Wucinski:

Mendez Engineering is pleased to provide the scope and fee proposal for the Additional Services Request (ASR) #1 associated with the above referenced project. The additional scope of services is to provide additional consultation and design services for the complete design and permitting of the proposed CoSA Bond – Vance Jackson project. This additional scope is for updating the design and construction plans from a four (4) lane configuration to a three (3) lane (road diet) configuration, between the Loop 410 to Adrian Dr. project limits.

The scope of services for ASR #1 are described below for the 70% Design Phase and are associated with the additional services project work plan.

## **ADDITIONAL SCOPE OF SERVICES – 70% DESIGN PHASE:**

### **01. Project Management and General Items**

- 01.040 Design Progress Review Meetings – coordination on design team and CoSA PM on new revised three-lane configuration and pavement reconstruction limits.
- 01.050 Prepare Meeting Meetings for all attended meeting – generation of meeting minutes for additional meetings due to the additional scope and design coordination.
- 01.070 Project Administration – additional level of effort for sub-consultant and document management due to the additional services on the new revised three-lane configuration.
- 01.080 QA/QC – perform additional QA/QC services on sub-consultant work and street layout design due to the new revised three-lane configuration.

### **04. Roadway Design**

- 04.010 General Sheets: Index, Summaries / Quantities, Supplemental General Notes – Updates to the summaries / quantities and supplemental general notes due to pavement width adjustment to 43 ft. and the new revised three-lane configuration.
- 04.020 Refine Typical Roadway Sections (Existing and Proposed) – Updates to the proposed Typical Roadway Sections due to pavement width adjustment to 43 ft and the new revised three-lane configuration.
- 04.030 Horizontal Roadway Alignments – Updates to the horizontal alignment due to the pavement width to 43 ft and the new revised three-lane configuration.
- 04.040 Roadway Profiles – Profile updates due to the pavement width adjustment to 43 ft and following mill and overlay operations with full depth spot repairs.



- 04.050 Street Cross Sections – Street cross section updates due to pavement width adjustment to 43 ft, mill and overlay operations and new revised three-lane configuration.
- 04.060 Develop Plan and Profile Sheets – Updates to plan and profile sheets due to pavement width adjustment to 43 ft, mill and overlay operations and new revised three-lane configuration.

#### **07. Utility Coordination / Management**

- 07.010 Utility Basemap – Updates to the utility basemap due to pavement width adjustment to 43 ft.
- 07.020 Utility Coordination (Section 5.0 of DGM) – Additional utility coordination due to pavement width adjustment to 43 ft.
- 07.030 Incorporate Joint-Bid Utility Plans – Additional coordination for incorporation of joint bid-bid utility plans due to pavement width adjustment to 43 ft.
- 07.040 Update Utility Conflict Matrix – Additional updates to utility conflict matrix due to pavement width adjustment to 43 ft.

#### **08. Traffic Control Plan**

- 08.010 Construction Phasing Typical Sections – Additional coordination on construction phasing and typical sections due to pavement width adjustment to 43 ft. and new revised three-lane configuration.

#### **09. Other Plans**

- 09.010 Intersection Layouts – Updates to intersection layouts due to pavement width adjustment to 43 ft. and new revised three-lane configuration including traffic lane & pavement markings and traffic patterns.
- 09.050 Pavement Marking and Signing Plan – Updates to pavement and markings layout & design due to pavement width adjustment to 43 ft. and new revised three-lane configuration including traffic lane & shoulder markings.

#### **11. Cost Estimating**

- 11.010 70% Plans Cost Estimate – Updates to cost estimate & quantities due to pavement width adjustment to 43 ft. and new revised three-lane configuration.

#### **ADDITIONAL SERVICES FEE:**

The additional services request, including the specific services described above, are detailed in the hourly work plan attachment. The total additional services fee is **\$31,250.00**.

If there are any questions or further information is required, please do not hesitate to contact me by phone or email.

Respectfully,

Ray Mendez, PE, CFM, RGDP  
President | Mendez Engineering

Design Guidance Manual  
**PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASR #1**  
 Project: Vance Jackson (Loop 410 to Adrian Drive)  
 Prime Consultant: Mendez Engineering  
 Subconsultant: Ardurra | WGI | WSP | Raba Kistner | Unintech  
 Proposal Date: 1/9/2024  
 Prepared By: Ray Méndez, PE, CFM, RGDP

City of San Antonio - Public Works Department  
Schedule of Payment and Project Work Plan  
Revised 11/10/22

**City of San Antonio - Public Works Department**

Design Guidance Manual

**PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASR #1**

Project: Vance Jackson (Loop #10 to Adrian Drive)  
 Prime Consultant: Mendez Engineering  
 Subconsultant: Andurra | WGI | WSP | Raba Kistner | Unintech  
 Proposal Date: 1/9/2024  
 Prepared By: Ray Mendez, PE, CFM, RGD

Insert Positions As Required -->	Principal	Senior Project Manager	Project Manager	Senior Engineer	Project Engineer	EIT II	EIT I	Senior Construction Inspector	Construction Inspector	Senior CADD Technician	CADD Technician	Admin/ Clerical		
Insert Approved Hourly Rate for Each Position -->	\$240.00	\$195.00	\$180.00	\$150.00	\$140.00	\$130.00	\$115.00	\$145.00	\$125.00	\$125.00	\$100.00	\$75.00		
TASK CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK HOURS	TASK / PHASE FEE
08. Traffic Control Plan														
08.010. Construction Phasing Typical Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.020. Construction Phasing and Sequence of Work	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.030. Construction Phasing Layouts (Conceptual)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.090. Joint-bid utilities incorporation (joint-design or non-joint-design)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09. Other Plans														
09.010. Intersection Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.020. Bridge Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.030. Traffic Signal Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.040. Illumination Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.050. Pavement Marking and Signing Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
10. Environmental and Regulatory Coordination														
10.010. General Environmental Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
11. Cost Estimating														
11.010. 40% Plans Cost Estimate	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
15. Communications														
15.010. Scoping Public Meeting (Complete Streets) and Exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
15.020. Attending Public Meeting and Providing Exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
15.030. Stakeholder Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>70% Design</b>	<b>11</b>	<b>1</b>	<b>33</b>	<b>12</b>	<b>32</b>	<b>39</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>89</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>\$ 31,260.00</b>
01. Project Management and General Items														
01.030. Design Review Meetings (70%)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.040. Design Progress Review Meetings (frequency as needed for project development)	0	0	1	0	2	0	0	0	0	0	0	0	3	\$ 460.00
01.050. Prepare Meeting Minutes for all attended meetings	0	0	0	0	2	0	0	0	0	0	0	0	2	\$ 280.00
01.060. Develop and Maintain Project Schedules (includes both Design and Construction)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.070. Project Administration (includes but not limited to invoicing, sub consultants mgmt)	0	0	2	0	4	0	0	0	0	0	0	0	6	\$ 820.00
01.080. QA/QC (processes, communication, and deliverables)	2	0	0	0	0	0	0	0	0	0	0	0	2	\$ 480.00
01.090. Operations and Maintenance Manual	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03. Topographic Surveying / Base Mapping														
03.130. Centerline / ROW Staking for Utility Relocation Prior to Project Bid (2 times: 1	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04. Roadway Design														
04.010. General Sheets - Index, Summaries / Quantities, Supplemental General Notes	0	0	1	0	3	0	0	0	0	5	0	0	9	\$ 1,225.00
04.020. Refine Typical Roadway Sections (Existing and Proposed) for various roadways	0	0	0	0	0	0	0	0	0	8	0	0	8	\$ 1,000.00
04.030. Horizontal Roadway Alignments	0	0	0	0	0	0	0	0	0	3	0	0	3	\$ 375.00
04.040. Roadway Profiles	0	0	5	0	1	0	0	0	0	12	0	0	18	\$ 2,540.00
04.050. Street Cross Sections	3	0	5	0	8	0	0	0	0	25	0	0	41	\$ 5,865.00
04.060. Develop Plan and Profile sheets for 1" = 40' plans unless PM specified different	3	0	5	0	3	0	0	0	0	25	0	0	38	\$ 5,165.00
04.070. Driveway Summary Sheet	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.080. Retaining Wall Plans (Greater than 3 ft)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05. Drainage Design														
05.020. Design Storm Drain Facilities (Plan and Profile)	0	0	0	0	0	0	0	0	0	0	0	0	10	\$ -
05.020.010. Roadways and Storm Drain System	0	0	0	0	0	0	0	0	0	0	0	0	10	\$ -
05.020.020. Channels	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.030. Bridges / Bridge Class Culverts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.040. Horizontal Channel Alignments	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.050. Channel Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.060. Culvert Excavation Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.070. Special Review Coordination (as required by project)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
07. Utility Coordination / Management														
07.010. Utility Basemap	0	0	1	0	0	8	0	0	0	0	0	0	9	\$ 1,220.00
07.020. Utility Coordination (Section 5.0 of the DGM)	0	0	1	0	0	8	0	0	0	0	0	0	9	\$ 1,220.00
07.030. Incorporate Joint-Bid Utility Plans	0	0	1	0	0	8	0	0	0	0	0	0	9	\$ 1,220.00
07.040. Update Utility Conflict Matrix and continually monitor throughout design for res	3	0	2	0	0	10	0	0	0	0	0	0	15	\$ 2,380.00
08. Traffic Control Plan														
08.010. Construction Phasing Typical Sections	0	0	3	0	0	0	0	0	0	0	0	0	3	\$ 540.00
08.020. Construction Phasing and Sequence of Work	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.030. Construction Phasing Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.040. Traffic control and advanced warning devices	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.050. Detour layouts and barricade plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.060. Temporary Signals	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.070. Temporary Illumination	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.080. Pedestrian detours	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.090. Joint-bid utilities incorporation (joint-design or non-joint-design)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -



**City of San Antonio - Public Works Department**

Design Guidance Manual

**PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASR #1**

Project: Vance Jackson (Loop 410 to Adrian Drive)

Prime Consultant: Mendez Engineering

Subconsultant: Andurra | WGI | WSP | Raba Kistner | Unintech

Proposal Date: 1/9/2024

Prepared By: Ray Mendez, PE, CFM, RGDP

Insert Positions As Required ---->														Principal	Senior Project Manager	Project Manager	Senior Engineer	Project Engineer	EIT II	EIT I	Senior Construction Inspector	Construction Inspector	Senior CADD Technician	CADD Technician	Admin/ Clerical
Insert Approved Hourly Rate for Each Position ---->														\$240.00	\$195.00	\$180.00	\$150.00	\$140.00	\$130.00	\$115.00	\$145.00	\$125.00	\$125.00	\$100.00	\$75.00
TASK CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK HOURS	TASK / PHASE FEE										
09. Other Plans																									
09.010. Intersection Layouts	0	0	4	0	3	0	0	0	0	0	5	0	0	12	\$ 1,765.00										
09.020. Bridge Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.030. Traffic Signal Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.040. Illumination Plans	0	1	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.050. Pavement Marking and Signing Plan	0	1	2	0	6	0	0	0	0	0	6	0	0	15	\$ 2,145.00										
09.060. SW3P Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.060.010. SW3P Narrative	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.060.020. SW3P Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.070. Tree Preservation / Mitigation Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.080. Details and Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.080.010. Special Details	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.080.020. List of Governing Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.080.030. Special Provisions	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.080.040. Special Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
10. Environmental and Regulatory Coordination																									
10.010. General Environmental Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
10.020. TxDOT Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
10.030. TDLR Design Approval	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
11. Cost Estimating																									
11.010. 70% Plans Cost Estimate	0	0	0	12	0	5	0	0	0	0	0	0	0	17	\$ 2,450.00										
15. Communications																									
15.020. Attending Public Meeting and Providing Exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
15.030. Stakeholder Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
95% Design	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01. Project Management and General Items																									
01.030. Design Review Meetings (95%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01.040. Design Progress Review Meetings (frequency as needed for project development)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01.050. Prepare Meeting Minutes for all attended meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01.060. Develop and Maintain Project Schedules (includes both Design and Construction)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01.070. Project Administration (includes but not limited to invoicing, sub-consultants management)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01.080. QA/QC (processes, communication, and deliverables)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01.090. Operations and Maintenance Manual	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04. Roadway Design																									
04.010. General Sheets - Index, Summaries / Quantities, Supplemental General Notes	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.020. Refine Typical Roadway Sections (Existing and Proposed) for various roadways	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.030. Horizontal Roadway Alignments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.040. Roadway Profiles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.050. Street Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.060. Develop Plan and Profile sheets for 1" = 40' plans unless PM specified different	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.070. Driveway Summary Sheet	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.080. Retaining Wall Plans (Greater than 3 ft)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05. Drainage Design																									
05.020. Design Storm Drain Facilities (Plan and Profile)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.010. Roadways and Storm Drain System	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.020. Channels	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.030. Bridges / Bridge Class Culverts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.040. Horizontal Channel Alignments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.050. Channel Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.060. Culvert Excavation Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.070. Special Review Coordination (as required by project)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
07. Utility Coordination / Management																									
07.010. Utility Basemap	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
07.020. Utility Coordination (Section 5.0 of the DGM)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
07.030. Incorporate Joint-Bid Utility Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
07.040. Update Utility Conflict Matrix and continually monitor throughout design for res	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08. Traffic Control Plan																									
08.010. Construction Phasing Typical Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.020. Construction Phasing and Sequence of Work	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.030. Construction Phasing Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.040. Traffic control and advanced warning devices	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.050. Detour layouts and barricade plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.060. Temporary Signals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.070. Temporary Illumination	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.080. Pedestrian detours	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.090. Joint-bid utilities incorporation (joint-design or non-joint-design)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										

**City of San Antonio - Public Works Department**

Design Guidance Manual

**PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASR #1**

Project: Vance Jackson (Loop 410 to Adrian Drive)

Prime Consultant: Mendez Engineering

Subconsultant: Andurra | WGI | WSP | Raba Kistner | Unintech

Proposal Date: 1/9/2024

Prepared By: Ray Mendez, PE, CFM, RGDGP

Insert Positions As Required ---->														
	Principal	Senior Project Manager	Project Manager	Senior Engineer	Project Engineer	EIT II	EIT I	Senior Construction Inspector	Construction Inspector	Senior CADD Technician	CADD Technician	Admin/ Clerical		
Insert Approved Hourly Rate for Each Position ---->	\$240.00	\$195.00	\$180.00	\$150.00	\$140.00	\$130.00	\$115.00	\$145.00	\$125.00	\$125.00	\$100.00	\$75.00		
TASK CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK HOURS	TASK / PHASE FEE
09. Other Plans														
09.010. Intersection Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.020. Bridge Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.030. Traffic Signal Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.040. Illumination Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.050. Pavement Marking and Signing Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.060. SW3P Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.060.010. SW3P Narrative	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.060.020. SW3P Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.070. Tree Preservation / Mitigation Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080. Details and Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.010. Special Details	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.020. List of Governing Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.030. Special Provisions	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.040. Special Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
10. Environmental and Regulatory Coordination														
10.010. General Environmental Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
10.020. TxDOT Permit	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
10.030. TDLR Design Approval	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
11. Cost Estimating														
11.010. 95% Plans Cost Estimate	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
15. Communications														
15.030. Stakeholder Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>Bid Phase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>
12. Bid Phase														
12.010. Submit 100% Plans With All Joint-Bid Utilities	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.020. Final Project Specifications Book	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.030. Submittal List	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.040. Finalize Constructability Issues	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.050. Review Utility Conflict Report and Address Pending Items	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.060. Participate in 100% Review Meeting	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.070. Assist the City in Preparing Advertising Documents	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.080. Distribute Plans and Specifications to Contractors and Plan Rooms	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.090. Participate in Pre-Bid Meeting	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.100. Respond to Contractor Questions	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.110. Prepare and Distribute Necessary Addenda	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.120. Evaluate Bids, Prepare Bid Tabulation, and Issue Letter of Recommendation	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.130. Participate in Pre-Con meeting	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>Construction Phase</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>
13. Construction Management														
13.010. Reestablish Project Control Points for Contractor Prior to Construction	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.020. Review Contractor Pay Estimates	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.030. Review / Negotiate Change Orders	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.040. Review Shop Drawings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.050. Respond to RFIs	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.060. Project Site Visits and Reports (Minimum Two Per Month)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.070. Participate in all Construction Progress Meetings and Prepare Meeting Minutes	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.080. Final Walkthrough and Punchlist Review	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.090. TDLR Inspection	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.100. Prepare project record drawings and update quarterly	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.110. Participate in one-year warranty inspection of project	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
15. Communications														
15.020. Public Meeting and Exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
15.030. Stakeholder Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>Project Close-out</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>\$ -</b>
01. Project Management and General Items														
01.020. Operations and Maintenance Manual	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
14. Project Close-out														
14.010. Provide Record Drawings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>TOTAL BASE FEE WITH HOUR BREAKDOWN</b>	<b>11</b>	<b>1</b>	<b>33</b>	<b>12</b>	<b>32</b>	<b>39</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>89</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>\$ 31,250.00</b>



March 1, 2024

Mr. Ray Mendez, PE, CFM, RGDP  
Mendez Engineering - President  
12950 Country Parkway, Suite 120  
San Antonio, Texas 78216  
210.802.0808  
rmendez@mendezengineering.com

Re: **2022 CoSA Bond Program – Vance Jackson (Loop 410 to Adrian Drive) – TCP – ASA #1**  
City of San Antonio, Bexar, Texas

Dear Mr. Mendez,

WGI, Inc. is pleased to provide professional services for the traffic control design work associated with the roadway improvements along Vance Jackson as part of the 2022 CoSA Bond Program. Per coordination with the design team, WGI will prepare traffic control plans for the new revised three-lane configuration and full depth pavement reconstruction for various locations along the project limits. We will prepare the modifications to meet the needs of the project and in accordance with the CoSA Design Guidance Manual. We will also utilize local standard details, specifications, and guidelines set forth by CoSA and other local agencies.

The scope of services for the ASA #1 are noted below for the 70% Design phase and as noted in the attached project work plan.

#### **SCOPE OF SERVICES**

##### **1. 70% Design**

- Design Progress Review Meetings (to coordinate with design team members for the new revised three lane configuration and associated pavement reconstruction areas along the project limits)
- Project Administration (additional design and administrative services associated with the revisions to the lane configurations)
- Perform QA/QC (detailed review of the revised traffic control plan layouts, sequencing, narrative, and detour routing associated with the three-lane configuration)
- Revise TCP Construction Phasing Typical Sections (modify typical sections due to revised three lane configuration and account for pavement reconstruction/spot repairs once identified)
- Revise TCP Construction Phasing Sequence of Work (modify sequence of work from original to revised lane configuration and pavement reconstruction or spot repair locations)
- Revise TCP Construction Phasing Layouts (revise phasing layouts to account for the revised three-lane configuration and associated detours)

## Fee

We propose to provide the specific services described above on a lump sum basis as shown in the project work plan attachment. The total lump sum fee is **\$15,580.00**.

Additional responsibilities not included as part of these services includes:

- Coordination with agencies outside of jurisdictional control of the roadway and improvements
- Design of non-typical TCP measures beyond the limits or scope of this project

We look forward to continuing working with you and your team on this important bond project and we hope this information meets with your approval. Please contact me at 210.860.9224 if you have any questions or comments. Thank you for the opportunity to provide professional design services for CoSA for this 2022 Bond Program.

Respectfully submitted,

**WGI**



Jeremy Doege, PE  
Market Leader

Attachments: Project Work Plan (3/1/2024)

Design Guidance Manual  
PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASA #1: Design and Scope Change TWLTL

Insert Positions As Required ----->  
Insert Approved Hourly Rate for Each Position ----->

1



March 04, 2024

Ray Mendez, PE, CFM, RGDP  
President  
Mendez Engineering  
12950 Country Parkway, Suite 120  
San Antonio, TX 78216

**Subject: Proposal for 70% Design Additional Engineering Services for the CoSA 2022 Bond Project Vance Jackson (Loop 410 to Adrian Drive)**

Dear Mr. Mendez:

We appreciate the opportunity to support Mendez Engineering with professional engineering services. Attached for your review and approval is the scope of services (Exhibit A) and fee estimate (Exhibit B) for the CoSA 2022 Bond Project Vance Jackson (Loop 410 to Adrian Drive) for the 70% Design Additional Engineering Services. These services as described in Exhibit A and Exhibit B will be performed for a fixed price of **\$18,245**.

Sincerely,

A handwritten signature in blue ink that reads 'Stephanie Messereli'.

Stephanie Messereli, PE, AICP  
Senior Vice President  
Texas Transportation Business Lead

Cc: Larry Picasso, PE, PTOE, Project Manager

WSP USA  
Suite 700  
9311 San Pedro Avenue  
San Antonio, TX 78216

Tel.: +1 210 247-4360  
Fax: +1 737 703-3910  
wsp.com



## EXHIBIT A – SCOPE OF SERVICES

Mendez Engineering (Mendez) has been selected by the City of San Antonio (CoSA) to provide professional engineering services for the Vance Jackson (Loop 410 to Adrian Drive) Project (Project) as part of the CoSA 2022-2027 Bond Program. The improvements consist of constructing roadway improvements to include sidewalks, curbs, driveway approaches, and traffic improvements. As part of the Mendez project team, WSP USA Inc. (WSP) will provide engineering services to prepare traffic signal plans, specifications, and cost estimates (PS&E) to construct three traffic signals along Vance Jackson within the project limits (Cherry Ridge, Storeywood Drive, and Future Drive). On May 26, 2023, WSP entered into an agreement with Mendez to perform these services to support the Project. The services outlined below reflect additional engineering services required to complete the 70% Design as a result of Project scope changes directed by CoSA. The services will be performed in accordance with the CoSA Design Guidance Manual *Appendix 2C CoSA Capital Improvement Projects Generalized Scope of Services* and *Appendix 2D Project Work Plan*.

### DESIGN PHASE ADDITIONAL SERVICES (70%DESIGN)

#### Project Management and General Items

- 01.070. Project Administration – WSP will manage design services, project team, and deliverables, including monthly invoices and progress reports.
- 01.080. QA/QC – WSP will perform quality control and quality assurance measures following WSP Quality Control procedures.

#### Traffic Signal Plans

- 09.030.010. Traffic Signal Layout – WSP will prepare intersection layouts showing locations of signal supports, controller foundation, electrical service and source, signal support-mounted signage, detectors, equipment details and identification key, and supplemental data.
- 09.030.020. Traffic Signal Elevation Details – WSP will prepare elevation details for each signal support structure, depicting positioning and all dimensions relevant to the installation of all support components and support-mounted equipment.
- 09.030.030. Traffic Signal Notes – WSP will prepare materials and quantity estimates, foundation layout, foundation station and offset data table, traffic signal construction notes, and detailed signal component information. Descriptions of the electrical service, controller, controller cabinet, cabinet foundation, and, for each support structure individually, descriptions of the pole, mast arm, pole foundation, signal heads, pedestrian heads, detectors, signage, and other signal support-mounted equipment will be included.

#### Cost Estimating

- 11.010. Cost Estimate – WSP will prepare estimates upon completion of the 40% design, including descriptions of work elements to be accomplished, a quantity of work required for each task, and a cost for each task quantity.

### ASSUMPTIONS

- + Design of sidewalk/ADA ramps; signing and pavement markings; illumination; utility adjustment/relocation; and traffic data collection, analysis, and modeling are not included in this scope.
- + Environmental coordination and permitting are not included in the scope of services. It is assumed CoSA will provide this effort in-house or utilize existing environmental services on-call contracts.
- + Scope limited to one 70% submittal including revisions to comments from CoSA.



## EXHIBIT B – FEE ESTIMATE

The following table summarizes the estimated fee for the above Scope of Services. A detailed level of effort is attached.

Tasks	Lump Sum
70% Design Phase Additional Services	\$18,245
<b>Total</b>	<b>\$18,245</b>



City of San Antonio - Public Works Department	
Design Guidance Manual	
PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN	
Project:	Vance Jackson (Loop 410 to Adrian Drive)
Prime Consultant:	Mendez Engineering
Subconsultant:	WSP
Proposal Date:	3/4/2024
Prepared By:	Larry Picasso, PE, PTOE

	Insert Positions As Required ----->																	
	Principal	Senior Project Manager	Project Manager	Quality Manager	Senior Engineer	Project Engineer	EIT III	EIT II	EIT I	Public Involvement Specialist	Graphics Specialist	Senior CADD Tech.	CADD Tech.	Intern / Engineer Technician	Project Controller	Admin/ Clerical		
Insert Approved Hourly Rate for Each Position ----->	\$300.00	\$275.00	\$250.00	\$275.00	\$200.00	\$170.00	\$125.00	\$115.00	\$100.00	\$125.00	\$135.00	\$150.00	\$85.00	\$65.00	\$145.00	\$75.00		
TASK CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK HOURS	TASK / PHASE FEE	
75% Design Additional Services	2	0	13	6	13	24	0	47	0	0	0	0	0	0	3	3	111	\$18,245.00
01. Project Management and General Items																		
01.070. Project Administration	2	0	6	0	6	0	0	0	0	0	0	0	0	0	3	3	20	\$3,960.00
01.080. QA/QC	0	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	6	\$1,650.00
09. Other Plans																		
09.030. Traffic Signal Plans (3 Signals - Cherry Ridge, Storeywood, and Future)																		
09.030.010. Traffic Signal Layout	0	0	2	0	2	8	0	20	0	0	0	0	0	0	0	0	32	\$4,560.00
09.030.020. Traffic Signal Elevation Details	0	0	2	0	2	12	0	16	0	0	0	0	0	0	0	0	34	\$5,010.00
09.030.030. Traffic Signal Notes	0	0	2	0	2	2	0	6	0	0	0	0	0	0	0	0	12	\$1,930.00
11. Cost Estimating																		
11.010. 40% Plans Cost Estimate	0	0	1	0	1	2	0	3	0	0	0	0	0	0	0	0	7	\$1,135.00
TOTAL ADDITIONAL FEE WITH HOUR BREAKDOWN	2	0	13	6	13	24	0	47	0	0	0	0	0	0	3	3	111	\$18,245.00



March 21, 2024

Ray Mendez, PE, CFM, RGDP  
President  
Mendez Engineering  
12950 Country Parkway, Suite 120  
San Antonio, TX 78216

**Subject: Proposal for Additional Engineering Services for the CoSA 2022 Bond Project Vance Jackson  
(Loop 410 to Adrian Drive)**

Dear Mr. Mendez:

We appreciate the opportunity to support Mendez Engineering with professional engineering services. Attached for your review and approval is the scope of services (Exhibit A) and fee estimate (Exhibit B) for the CoSA 2022 Bond Project Vance Jackson (Loop 410 to Adrian Drive) for Additional Engineering Services. These services as described in Exhibit A and Exhibit B will be performed for a fixed price of **\$27,480.00**.

Sincerely,

A handwritten signature in blue ink that reads 'Stephanie Messereli'.

Stephanie Messereli, PE, AICP  
Senior Vice President  
Texas Transportation Business Lead

Cc: Larry Picasso, PE, PTOE, Project Manager

WSP USA  
Suite 700  
9311 San Pedro Avenue  
San Antonio, TX 78216

Tel.: +1 210 247-4360  
Fax: +1 737 703-3910  
wsp.com



## EXHIBIT A – SCOPE OF SERVICES

Mendez Engineering (Mendez) has been selected by the City of San Antonio (CoSA) to provide professional engineering services for the Vance Jackson (Loop 410 to Adrian Drive) Project (Project) as part of the CoSA 2022-2027 Bond Program. The improvements consist of constructing roadway improvements to include sidewalks, curbs, driveway approaches, and traffic improvements. As part of the Mendez project team, WSP USA Inc. (WSP) will provide engineering services to prepare a technical memorandum outlining the impacts of converting a 4-lane roadway into a 3-lane section, better known as a road diet, from Cherry Ridge Dr. to Freiling Dr. along the Vance Jackson Corridor. The services will be performed in accordance with the CoSA Design Guidance Manual *Appendix 2C CoSA Capital Improvement Projects Generalized Scope of Services* and *Appendix 2D Project Work Plan*.

### TRAFFIC ENGINEERING STUDY

#### Project Management and General Items

##### 01.030. Review meetings

WSP will attend 2 virtual meetings with Mendez and CoSA staff to report study findings.

#### Traffic Engineering Study

This analysis consists of analyzing the existing and proposed conditions using Synchro with existing traffic data (to be provided by CoSA).

##### 16.010.010 Existing Conditions Analysis

WSP will review the existing conditions on Vance Jackson Rd. from Cherry Ridge Dr. to Freiling Dr. using the provided Synchro baseline model from CoSA.

##### 16.010.020. Crash Analysis

WSP will collect and analyze 5-years of historical crash data from date of study using available CoSA and TxDOT CRIS information from Cherry Ridge Dr. to Freiling Dr.

WSP will develop a chart showcasing the manner, type, and severity of collisions along the corridor. The analysis will focus on the safety improvements as a result of a road diet by identifying preventable crashes.

Findings outlining the results of the evaluation of the crash analysis will be included in the report.

##### 16.010.030. Road Diet Intersection Performance Evaluation

Proposed models will be created to evaluate the following conditions for AM and PM peak hours. WSP will coordinate with Mendez to obtain road diet concepts including lane configurations and geometric layouts.

(1) Opening Build Year, Build (2026)

The following intersections will be studied:

(1) Cherry Ridge Dr. (Signalized)

(4) Nassau Dr. (Signalized)

(2) Storeywood Dr. (Signalized)

(5) Freiling Dr. (Signalized)

(3) Future Dr. (Signalized)

The following results will be provided:

- Level-of-Service (LOS)
- Delay
- Crash Reduction Estimate

Findings outlining the methodology and results of the evaluation of the Synchro models will be included in the technical memorandum.



## ASSUMPTIONS

- + Deliverable will consist of a technical memorandum, proposed Synchro models and software data printouts.
- + Road diet concepts including lane configurations and geometric layouts for the project limits will be provided by others.
- + CoSA will provide existing 24 hour turning movements counts and 24 hour bi-directional volume/speed counts.
- + CoSA will provide an existing baseline Synchro model of all the entire corridor and intersections to be studied.
- + Traffic analysis will not be conducted North of Cherry Ridge Dr. or South of Freiling Dr. Traffic impact from those locations are not to be considered in this study.

## EXHIBIT B – FEE ESTIMATE

The following table summarizes the estimated fee for the above Scope of Services. A detailed level of effort is attached.

Tasks	Lump Sum
Traffic Engineering Study (Part 1) -WSP	\$27,480.00
<b>Total</b>	<b>\$27,480.00</b>

<b>City of San Antonio - Public Works Department</b> Design Guidance Manual <b>PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN</b>	
Project:	Vance Jackson Rd (IH 410 to IH10)
Phase:	Additional Services
Prime Consultant:	WSP
Proposal Date:	3/12/2024
Prepared By:	Larry Picasso, P.E., PTOE

	Insert Positions As Required ----->	Principal	Senior Project Manager	Project Manager	Quality Manager	Senior Engineer	Project Engineer	EIT III	Project Controller	Admin/ Clerical		
	Insert Approved Hourly Rate for Each Position ----->	\$300.00	\$275.00	\$250.00	\$275.00	\$200.00	\$170.00	\$125.00	\$145.00	\$75.00		
TASK CODE AND DESCRIPTION		HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK HOURS	TASK / PHASE FEE
TRAFFIC ENGINEERING STUDY		0	0	20	10	44	4	82	0	0	160	\$27,480.00
01. Project Management and General Items												
01.030. Review Meetings				2		2					4	\$900.00
16. Additional Services												
16.010. Traffic Engineering Study - Step 1 (Synchro)												
16.010.010. Existing Conditions Analysis												
Review & Identify Existing Conditions				1		2		2			5	\$900.00
Review of Existing Traffic Data						2		2			4	\$650.00
Review Existing Synchro Network				1		2		2			5	\$900.00
16.010.020. Crash Analysis												
Crash Data Collection								8			8	\$1,000.00
Evaluate Existing Crashes						8	4	20			32	\$4,780.00
16.010.030. Road Diet Intersection Performance Evaluation												
Concept Coordination and Development of Proposed Synchro Models				12	6	16		32			66	\$11,850.00
Summarize Findings of Synchro Traffic Study				4	4	12		16			36	\$6,500.00
TOTAL BASE FEE WITH HOUR BREAKDOWN		0	0	20	10	44	4	82	0	0	160	\$27,480.00

# MENDEZ ENGINEERING

April 24, 2024

James Wucinski, P.E.  
Senior Engineer / Project Manager  
City of San Antonio Public Works Department  
114 W. Commerce St., 5<sup>th</sup> Floor  
San Antonio, TX 78205

**RE: City of San Antonio (CoSA) 2022 Bond – Vance Jackson  
Loop 410 to Adrian Dr.  
Mendez Engineering – Additional Services Request (ASR) #2 Scope of Work and Fee Proposal**

Dear Mr. Wucinski:

This proposal is for Additional Services Request (ASR) #2 Scope of Work pertaining to the above referenced project. The additional scope of services is to provide additional consultation and design services for the complete design and permitting of the proposed CoSA Bond – Vance Jackson project. This additional scope is for the extension of the project limits to include a stretch of Vance Jackson, between Adrian Dr. and IH-10. The scope includes the survey, street design, traffic signals and traffic control designs and associated construction plans. Attached is our project's Level of Effort for the additional services.

Based upon our understanding, we have prepared the following specific Additional Scope of Services:

CoSA Total Additional Services – Mendez Engineering - for the project is **\$56,140.00.**

CoSA Total Additional Services – Ardurra Group - for the project is **\$30,732.00.**

CoSA Total Additional Services – WGI (Traffic Control) - for the project is **\$35,945.00.**

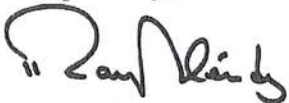
CoSA Total Additional Services – WSP (Signalization Design) - for the project is **\$56,830.00.**

Total Additional Services Request #2 Not-to-Exceed Amount of **\$179,647.00.**

Our additional services scope and fee is based on our understanding of the project per meetings held with CoSA PM and personnel on multiple dates: Dec. 17, 2023, Dec. 21, 2023, Jan. 4, 2024, and Jan. 19, 2024.

If there are any questions or further information is required, please do not hesitate to contact me by phone or email.

Respectfully,



Ray Mendez, PE, CFM, RGDP  
President | Mendez Engineering

City of San Antonio - Public Works Department  
 Design Guidance Manual  
 PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASR #: \_\_\_\_\_  
 Project: Vance Jackson (Loop 410 to Adrian Drive)  
 Prime Consultant: Mendez Engineering  
 Subconsultant: Andorra | WGI | WSP | Raba Klatner | Unintech  
 Proposal Date: 4/4/2024  
 Prepared By: Ray Mendez, PE, CFM, RODP

TASK CODE AND DESCRIPTION	Insert Positions As Required												TASK HOURS	TASK / PHASE FEE
	Principal	Senior Project Manager	Project Manager	Senior Engineer	Project Engineer	EIT II	EIT I	Senior Construction Inspector	Construction Inspector	Senior CADD Technician	CADD Technician	Admin/ Central		
Insert Approved Hourly Rate for Each Position	\$240.00	\$195.00	\$180.00	\$150.00	\$140.00	\$130.00	\$115.00	\$145.00	\$125.00	\$125.00	\$100.00	\$75.00		
<b>40% Design</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01. Project Management and General Items	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.010. DSR Preparation / Scoping Meeting	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.020. Complete Streets Assessment	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.030. Design Review Meetings (20% utility meeting, 40%)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.040. Design Progress Review Meetings (frequency as needed for project development)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.050. Prepare Meeting Minutes for all attended meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.060. Develop and Maintain Project Schedules (includes both Design and Construction)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.070. Project Administration (includes but not limited to invoicing, sub consultants mg)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.080. QA/QC (processes, communication, and deliverables)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.090. Operations and Maintenance Manual	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>02. Right-of-Way Surveying and Mapping</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
02.010. Acquire Ownership Information	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
02.020. Secure Right-of-Entry	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
02.030. Survey ROW	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
02.030.010. Apparent ROW	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
02.040. Monument ROW	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
02.050. Prepare ROW Map	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>03. Topographic Surveying / Base Mapping</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.010. Establish Primary Project Control	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.020. Establish Secondary Project Control	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.030. Set Project Control on Baseline	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.030.010. Interval 50'	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.040. Survey Topographic Features	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.040.010. L&A if specified	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.050. Survey Cross Sections / Spot Elevations to Develop DTM / Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.050.010. 25 feet into adjacent property	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.060. Secure utility maps (any and all known utilities)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.070. Survey Quality Level C Locates	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.080. Survey Trees	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.090. Survey Bridges and Structures	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.100. Survey Ordinary High Water Mark (Coordinate with Environmental Division)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.110. Develop Project Layout Sheet With Control Points	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.120. Stake Storm Drain Outfall Alignment (Coordinate with Environmental Division)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
03.130. Centerline / ROW Staking for Utility Relocation Prior to Project Bid (2 times: 1	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>04. Roadway Design</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.010. General Sheets - Index, Summaries / Quantities, Supplemental General Notes	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.020. Establish Typical Roadway Sections (Existing and Proposed) for various roads	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.030. Horizontal Roadway Alignments	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.040. Roadway Profiles	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.050. Street Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.060. Develop Plan and Profile sheets for 1" = 40' plans unless PM specified different	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.070. Driveway Summary Sheet	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.080. Retaining Wall Plans (Greater than 3 ft)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.090. ROW Strip Map - outlines all of the property acquisitions needed for the project	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>05. Drainage Design</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.010. Establish Drainage Discharge	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.010.010. Delimited drainage areas and establish flow patterns	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.010.020. Model Hydrology (Pre-Project and Post-Project)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.010.030. Calculate Design Discharges	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020. Design Storm Drain Facilities	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.010. Roadways and Storm Drain System	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.020. Channels	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.030. Bridges / Bridge Class Culverts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.040. Horizontal Channel Alignments	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.050. Channel Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.060. Culvert Excavation Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.070. Special Review Coordination (as required by project)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>06. Pavement Design and Geotech Engineering</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
06.010. Design Pavement Section(s) - DGM Appendix 10-A	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
<b>07. Utility Coordination / Management</b>	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
07.010. Utility Basemap	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
07.020. Utility Coordination (Section 5.0 of the DGM)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
07.030. Incorporate Joint-Bid Utility Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
07.040. Develop Utility Conflict Matrix and continually monitor throughout design for re	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -



City of San Antonio - Public Works Department

Design Guidance Manual  
PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASR #:  
Project: Vance Jackson (Loop 410 to Adrian Drive)  
Prime Consultant: Mendez Engineering  
Subconsultant: Andurra | WGI | WSP | Raba Kistner | Unintech  
Proposal Date: 4/4/2024  
Prepared By: Ray Méndez, PE, CFM, RGD

Insert Positions As Required														Principal	Senior Project Manager	Project Manager	Senior Engineer	Project Engineer	EIT II	EIT I	Senior Construction Inspector	Construction Inspector	Senior CADD Technician	CADD Technician	Admin/ Clerical
Insert Approved Hourly Rate for Each Position														\$240.00	\$195.00	\$180.00	\$150.00	\$140.00	\$130.00	\$115.00	\$145.00	\$125.00	\$125.00	\$100.00	\$75.00
TASK CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK HOURS	TASK / PHASE FEE										
06. Traffic Control Plan																									
06.010. Construction Phasing Typical Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
06.020. Construction Phasing and Sequence of Work	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
06.030. Construction Phasing Layouts (Conceptual)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
06.050. Joint-bid utilities incorporation (joint-design or non-joint-design)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09. Other Plans																									
09.010. Intersection Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.020. Bridge Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.030. Traffic Signal Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.040. Illumination Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
09.050. Pavement Marking and Signing Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
10. Environmental and Regulatory Coordination																									
10.010. General Environmental Coordination	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
11. Cost Estimating																									
11.010. 40% Plans Cost Estimate	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
15. Communications																									
15.010. Scoping Public Meeting (Complete Streets) and Exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
15.020. Attending Public Meeting and Providing Exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
15.030. Stakeholder Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
70% Design	9	0	42	4	17	31	0	0	0	0	47	0	3	25	\$ 22,830.00										
01. Project Management and General Items																									
01.030. Design Review Meetings (70%)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01.040. Design Progress Review Meetings (frequency as needed for project development)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
01.050. Prepare Meeting Minutes for all attended meetings	0	0	0	0	1	0	0	0	0	0	0	0	0	1	\$ 140.00										
01.060. Develop and Maintain Project Schedules (includes both Design and Construction)	0	0	2	0	0	0	0	0	0	0	0	0	0	2	\$ 360.00										
01.070. Project Administration (includes but not limited to invoicing, sub consultants management)	0	0	2	0	6	0	0	0	0	0	0	0	3	11	\$ 1,425.00										
01.080. QA/QC (processes, communication, and deliverables)	4	0	0	0	0	0	0	0	0	0	0	0	0	4	\$ 960.00										
01.090. Operations and Maintenance Manual	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
03. Topographic Surveying / Base Mapping																									
03.130. Centerline / ROW Staking for Utility Relocation Prior to Project Bid (2 times; 1	0	0	7	0	0	0	0	0	0	0	0	0	0	7	\$ 1,260.00										
04. Roadway Design																									
04.010. General Sheets - Index, Summaries / Quantities, Supplemental General Notes	0	0	2	0	0	0	0	0	0	4	0	0	0	6	\$ 860.00										
04.020. Refine Typical Roadway Sections (Existing and Proposed) for various roadway	0	0	0	0	0	0	0	0	0	7	0	0	0	7	\$ 875.00										
04.030. Horizontal Roadway Alignments	0	0	2	0	0	0	0	0	0	8	0	0	0	8	\$ 1,110.00										
04.040. Roadway Profiles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.050. Street Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.060. Develop Plan and Profile sheets for 1" = 40' plans unless PM specified different	1	0	2	0	2	0	0	0	0	14	0	0	0	19	\$ 2,830.00										
04.070. Driveway Summary Sheet	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
04.080. Retaining Wall Plans (Greater than 3 ft)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05. Drainage Design																									
05.020. Design Storm Drain Facilities (Plan and Profile)	0	0	0	0	0	0	0	0	0	0	0	0	0	10	\$ -										
05.020.010. Roadways and Storm Drain System	0	0	0	0	0	0	0	0	0	0	0	0	0	10	\$ -										
05.020.020. Channels	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.030. Bridges / Bridge Class Culverts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.040. Horizontal Channel Alignments	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.050. Channel Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.060. Culvert Excavation Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
05.020.070. Special Review Coordination (as required by project)	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
07. Utility Coordination / Management																									
07.010. Utility Basemap	0	0	2	0	0	6	0	0	0	0	0	0	0	8	\$ 1,140.00										
07.020. Utility Coordination (Section 5.0 of the DGM)	0	0	2	0	0	6	0	0	0	0	0	0	0	8	\$ 1,140.00										
07.030. Incorporate Joint-Bid Utility Plans	0	0	2	0	0	6	0	0	0	0	0	0	0	8	\$ 1,140.00										
07.040. Update Utility Conflict Matrix and continually monitor throughout design for res	4	0	2	0	0	7	0	0	0	0	0	0	0	13	\$ 2,230.00										
08. Traffic Control Plan																									
08.010. Construction Phasing Typical Sections	0	0	4	0	0	0	0	0	0	0	0	0	0	4	\$ 720.00										
08.020. Construction Phasing and Sequence of Work	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.030. Construction Phasing Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.040. Traffic control and advanced warning devices	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.050. Detour layouts and barricade plans	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.060. Temporary Signals	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.070. Temporary Illumination	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.080. Pedestrian detours	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -										
08.090. Joint-bid utilities incorporation (joint-design or non-joint-design)	0	0	4	0	0	0	0	0	0	0	0	0	0	4	\$ 720.00										



City of San Antonio - Public Works Department

Design Guidance Manual

PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASR #:

Project: Vance Jackson (Loop 410 to Adrian Drive)  
 Prime Consultant: Mendez Engineering  
 Subconsultant: Andrus (WGI) / WSP / Raba Kistner / Unitech  
 Proposal Date: 4/4/2024  
 Prepared By: Ray Mendez, PE, CFM, RGRP

TASK CODE AND DESCRIPTION	Insert Positions As Required												TASK HOURS	TASK / PHASE FEE
	Principal	Senior Project Manager	Project Manager	Senior Engineer	Project Engineer	EIT II	EIT I	Senior Construction Inspector	Construction Inspector	Senior CADD Technician	CADD Technician	Admin/ Clerical		
Insert Approved Hourly Rate for Each Position	\$240.00	\$195.00	\$180.00	\$150.00	\$140.00	\$130.00	\$115.00	\$145.00	\$125.00	\$125.00	\$100.00	\$75.00		
09. Other Plans														
09.010. Intersection Layouts	0	0	2	0	2	0	0	0	0	2	0	0	8	\$ 890.00
09.020. Bridge Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.030. Traffic Signal Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.040. Illumination Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.050. Pavement Marking and Signing Plan	0	0	4	0	6	0	0	0	0	10	0	0	20	\$ 2,810.00
09.060. SWSP Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.060.010. SWSP Narrative	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.060.020. SWSP Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.070. Tree Preservation / Mitigation Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080. Details and Specifications	0	0	1	0	0	0	0	0	0	4	0	0	5	\$ 680.00
09.080.010. Special Details	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.020. List of Governing Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.030. Special Provisions	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.040. Special Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
10. Environmental and Regulatory Coordination														
10.010. General Environmental Coordination	0	0	2	0	0	0	0	0	0	0	0	0	2	\$ 360.00
10.020. TxDOT Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
10.030. TDLR Design Approval	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
11. Cost Estimating														
11.010. 70% Plans Cost Estimate	0	0	0	4	0	6	0	0	0	0	0	0	10	\$ 1,380.00
15. Communications														
15.020. Attending Public Meeting and Providing Exhibits	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
15.030. Stakeholder Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
95% Design	6	0	35	0	7	9	0	0	0	12	0	2	71	\$ 11,540.00
01. Project Management and General Items														
01.030. Design Review Meetings (95%)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.040. Design Progress Review Meetings (frequency as needed for project development)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.050. Prepare Meeting Minutes for all attended meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.060. Develop and Maintain Project Schedules (includes both Design and Construction)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.070. Project Administration (includes but not limited to invoicing, sub-consultant management)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
01.080. QA/QC (processes, communication, and deliverables)	3	0	0	0	0	0	0	0	0	0	0	0	3	\$ 2,010.00
01.090. Operations and Maintenance Manual	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04. Roadway Design														
04.010. General Sheets - Index, Summaries / Quantities, Supplemental General Notes	0	0	1	0	0	0	0	0	0	2	0	0	3	\$ 430.00
04.020. Refine Typical Roadway Sections (Existing and Proposed) for various roadways	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.030. Horizontal Roadway Alignments	0	0	2	0	0	0	0	0	0	2	0	0	4	\$ 610.00
04.040. Roadway Profiles	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.050. Street Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.060. Develop Plan and Profile sheets for 1" = 40' plans unless PM specified different	1	0	2	0	2	0	0	0	0	3	0	0	8	\$ 1,255.00
04.070. Driveway Summary Sheet	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
04.080. Retaining Wall Plans (Greater than 3 ft)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05. Drainage Design														
05.020. Design Storm Drain Facilities (Plan and Profile)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.010. Roadways and Storm Drain System	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.020. Channels	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.030. Bridges / Bridge Class Culverts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.040. Horizontal Channel Alignments	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.050. Channel Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.060. Culvert Excavation Cross Sections	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
05.020.070. Special Review Coordination (as required by project)	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
07. Utility Coordination / Management														
07.010. Utility Basemap	0	0	1	0	0	0	0	0	0	0	0	0	1	\$ 180.00
07.020. Utility Coordination (Section 5.0 of the DGM)	0	0	1	0	0	1	0	0	0	0	0	0	2	\$ 310.00
07.030. Incorporate Joint-Bid Utility Plans	0	0	2	0	0	4	0	0	0	0	0	0	6	\$ 880.00
07.040. Update Utility Conflict Matrix and continually monitor throughout design for resolution	2	0	2	0	0	4	0	0	0	0	0	0	8	\$ 1,360.00
08. Traffic Control Plan														
08.010. Construction Phasing Typical Sections	0	0	2	0	0	0	0	0	0	0	0	0	2	\$ 360.00
08.020. Construction Phasing and Sequence of Work	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.030. Construction Phasing Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.040. Traffic control and advanced warning devices	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.050. Detour layouts and barricade plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.060. Temporary Signals	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.070. Temporary Illumination	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.080. Pedestrian detours	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
08.090. Joint-bid utilities incorporation (joint-design or non-joint-design)	0	0	2	0	0	0	0	0	0	0	0	0	2	\$ 360.00

City of San Antonio - Public Works Department

Design Guidance Manual

PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN - ASR #:

Project: Vance Jackson (Loop 410 to Adrian Drive)  
 Prime Consultant: Mendez Engineering  
 Subconsultant: Arduina (WGI / WSP) / Rabe Kistner / Unintech  
 Proposal Date: 4/4/2024  
 Prepared By: Ray Mendez, PE, CFM, RGDP

Insert Positions As Required	Principal	Senior Project Manager	Project Manager	Senior Engineer	Project Engineer	EIT II	EIT I	Senior Construction Inspector	Construction Inspector	Senior CADD Technician	CADD Technician	Admet Clerical		
Insert Approved Hourly Rate for Each Position	\$240.00	\$195.00	\$180.00	\$150.00	\$140.00	\$130.00	\$115.00	\$145.00	\$125.00	\$125.00	\$100.00	\$75.00		
TASK CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK HOURS	TASK / PHASE FEE
09. Other Plans														
09.010. Intersection Layouts	0	0	1	0	2	0	0	0	0	2	0	0	5	\$ 710.00
09.020. Bridge Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.030. Traffic Signal Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.040. Illumination Plans	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.050. Pavement Marking and Signing Plan	0	0	3	0	0	0	0	0	0	3	0	0	6	\$ 915.00
09.060. SW3P Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.060.010. SW3P Narrative	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.060.020. SW3P Layouts	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.070. Tree Preservation / Mitigation Plan	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080. Details and Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.010. Special Details	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.020. List of Governing Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.030. Special Provisions	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
09.080.040. Special Specifications	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
10. Environmental and Regulatory Coordination														
10.010. General Environmental Coordination	0	0	2	0	0	0	0	0	0	0	0	0	2	\$ 360.00
10.020. TDDOT Permits	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
10.030. TDLR Design Approval	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
11. Cost Estimating														
11.010. 95% Plans Cost Estimate	0	0	6	0	0	0	0	0	0	0	0	0	6	\$ 1,080.00
15. Communications														
15.030. Stakeholder Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Bid Phase	2	0	8	0	8	2	0	0	0	0	0	0	20	\$ 3,300.00
12. Bid Phase														
12.010. Submit 100% Plans With All Joint-Bid Utilities	0	0	0	0	3	0	0	0	0	0	0	0	3	\$ 420.00
12.020. Final Project Specifications Book	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.030. Submittal List	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.040. Finalize Constructability Issues	1	0	2	0	1	0	0	0	0	0	0	0	4	\$ 740.00
12.050. Review Utility Conflict Report and Address Pending Items	0	0	2	0	0	2	0	0	0	0	0	0	4	\$ 620.00
12.060. Participate in 100% Review Meeting	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.070. Assist the City in Preparing Advertising Documents	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.080. Distribute Plans and Specifications to Contractors and Plan Rooms	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.090. Participate in Pre-Bid Meeting	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
12.100. Respond to Contractor Questions	0	0	2	0	1	0	0	0	0	0	0	0	3	\$ 500.00
12.110. Prepare and Distribute Necessary Addenda	0	0	0	0	2	0	0	0	0	0	0	0	2	\$ 280.00
12.120. Evaluate Bids, Prepare Bid Tabulation, and Issue Letter of Recommendation	1	0	2	0	1	0	0	0	0	0	0	0	4	\$ 740.00
12.130. Participate in Pre-Con meeting	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Construction Phase	1	0	2	6	2	26	0	39	4	5	0	7	110	\$ 15,885.00
13. Construction Management														
13.010. Reestablish Project Control Points for Contractor Prior to Construction	0	0	0	0	0	0	0	0	4	0	0	0	4	\$ 500.00
13.020. Review Contractor Pay Estimates	0	0	1	0	0	0	0	5	0	0	0	0	6	\$ 905.00
13.030. Review / Negotiate Change Orders	1	0	1	2	0	0	0	6	0	0	0	1	11	\$ 1,665.00
13.040. Review Shop Drawings	0	0	1	4	0	0	0	0	0	0	0	0	5	\$ 780.00
13.050. Respond to RFIs	0	0	1	0	2	6	0	0	0	0	0	1	10	\$ 1,315.00
13.060. Project Site Visits and Reports (Minimum Two Per Month)	0	0	2	0	0	6	0	16	0	0	0	0	24	\$ 3,460.00
13.070. Participate in all Construction Progress Meetings and Prepare Meeting Minutes	1	0	3	0	0	0	0	6	0	0	0	0	10	\$ 1,650.00
13.080. Final Walkthrough and Punchlist Review	1	0	3	0	0	0	0	6	0	0	0	0	12	\$ 1,800.00
13.090. TDLR Inspection	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
13.100. Prepare project record drawings and update quarterly	0	0	2	0	0	4	0	0	0	5	0	3	14	\$ 1,730.00
13.110. Participate in one-year warranty inspection of project	0	0	2	0	0	4	0	0	0	0	0	0	6	\$ 880.00
15. Communications														
15.020. Public Meeting and Exhibits	1	0	1	0	0	8	0	0	0	0	0	0	8	\$ 1,200.00
15.030. Stakeholder Meetings	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
Project Close-out	1	0	1	0	3	4	0	0	0	8	0	3	20	\$ 2,585.00
01. Project Management and General Items														
01.090. Operations and Maintenance Manual	0	0	0	0	0	0	0	0	0	0	0	0	0	\$ -
14. Project Close-out														
14.010. Provide Record Drawings	1	0	1	0	3	4	0	0	0	8	0	3	20	\$ 2,585.00
TOTAL BASE FEE WITH HOUR BREAKDOWN	19	0	88	10	37	72	0	39	4	72	0	15	246	\$ 56,140.00

## Attachment A

City of San Antonio  
Public Works

Fee/Price Proposal Breakdown for Professional Services

Project Name:	Vance Jackson (Adrian Drive to Greencrest Dr.)
Name of Firm:	Ardurra Group, Inc
Date Proposal Submitted:	4/14/2024
Project Manager:	Salvador Salas, RPLS

Position/Personnel Title	Principal	Project Manager	CADD Tech I/Eng Tech I	RPLS	SIT	2-Man Survey Crew	
Fully-Loaded Hourly Wage Rates * (as defined below)	\$240.00	\$201.00	\$79.00	\$180.00	\$130.00	\$180.00	
Task to be performed/Phase Description	Hours	Hours	Hours	Hours	Hours	Hours	Total Hours
<b>40% Design Phase</b>	0	0	8	14	40	64	126
Topographic Survey				1	2		3
Coordination/Review				2	6		8
Research Deed/Plats & Acquire Ownership Information				2	6	16	24
Set Horizontal and Vertical Control				2	8	32	42
Topographic Survey				2	4	8	14
Apparent ROW				1	2	8	11
Field Tie Utility Locates				2	4		6
Develop 2D and 3D Map Files			8	2	8		18
Develop Project Control Layouts (5)							
<b>Construction Phase</b>	0	0	0	1	4	16	21
Reestablish Project Control Points and Benchmarks				1	4	16	21
<b>Additional Services</b>							
Easement Documents - Plat and Field Notes (\$3,500/EA)							
<b>70% Design Phase</b>	0	0	12	5	8	16	41
Centerline Staking				1	2	16	19
Update Project Control Layouts (5)			12	2	6		20
QA/QC Review				2			2
<b>95% Design Phase</b>	0	0	8	2	4	0	14
Finalize Project Control Layouts (5)			8	2	4		14
QA/QC Review							0
<b>Total Hours:</b>	0	0	28	22	56	96	202
<b>Total Fee Proposal (Not to Exceed):</b>	\$0.00	\$0	\$2,212	\$3,960	\$7,280	\$17,280	\$30,732

\* A fully-loaded Hourly Wage Rate is defined as an employee's base hourly rate plus labor overhead (including fringe benefits), general and administrative (indirect) expenses, profit and escalation (if applicable).

City of San Antonio - Public Works Department

Design Guidance Manual  
PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN

Project: Vance Jackson - ASR# 2 - Project Area: Vance Jackson from Adrian Dr. to IH-10.  
Prime Consultant: Mendez Engineering  
Subconsultant: WGI  
Proposal Date: 4/4/2024  
Prepared By: Adrian Garcia

Insert Positions As Required ———>  
Insert Approved Hourly Rate for Each Position ———>

	Principal \$240.00	Project Manager \$195.00	Project Engineer \$160.00	EIT III \$130.00	Eng Tech III \$115.00	Admin. Asst. \$80.00		
TASK CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK HOURS	TASK / PHASE FEE
<b>70% Design</b>	1	22	34	60	68	2	187	\$25,750.00
01. Project Management and General Items								
01.030. Design Review Meetings (70%)		1					1	
01.040. Design Progress Review Meetings (frequency as needed for project development)		1					1	
01.070. Project Administration (includes but not limited to invoicing, sub consultants management, document management, PRIMELink)		1				1	2	
01.080. QA/QC (processes, communication, and deliverables)	1	1					1	3
08. Traffic Control Plan								
08.010. Construction Phasing Typical Sections		2	6	8	10		26	
08.020. Construction Phasing and Sequence of Work		4	8	10	10		32	
08.030. Construction Phasing Layouts		4	8	16	10		38	
08.040. Traffic control and advanced warning devices		2	2	4	2		10	
08.050. Detour layouts and barricade plans		2	4	12	20		38	
08.080. Pedestrian detours		2	2	6	8		18	
08.090. Joint-bid utilities incorporation (joint-design or non-joint-design)		2	4	4	8		18	
<b>95% Design</b>	2	12	10	18	24	2	68	\$9,680.00
01. Project Management and General Items								
01.030. Design Review Meetings (95%)		1					1	
01.040. Design Progress Review Meetings (frequency as needed for project development)		1					1	
01.070. Project Administration (includes but not limited to invoicing, sub consultants management, document management, PRIMELink)		1				1	2	
01.080. QA/QC (processes, communication, and deliverables)	2	2					1	5
08. Traffic Control Plan								
08.010. Construction Phasing Typical Sections		1	1	2	4		8	
08.020. Construction Phasing and Sequence of Work		1	2	2	4		9	
08.030. Construction Phasing Layouts		1	2	4	2		9	
08.040. Traffic control and advanced warning devices		1	1	2	2		6	
08.050. Detour layouts and barricade plans		1	2	4	8		15	
08.080. Pedestrian detours		1	1	2	2		6	
08.090. Joint-bid utilities incorporation (joint-design or non-joint-design)		1	1	2	2		6	
<b>Bid Phase</b>	0	1	2	0	0	0	3	\$515.00
12. Bid Phase								
12.010. Submit 100% Plans With All Joint-Bid Utilities		1	2				3	
<b>TOTAL BASE FEE WITH HOUR BREAKDOWN</b>	<b>3</b>	<b>35</b>	<b>46</b>	<b>78</b>	<b>92</b>	<b>4</b>	<b>258</b>	<b>\$35,945.00</b>



City of San Antonio - Public Works Department  
 Design Guidance Manual  
**PROJECT WORK PLAN AND FEE PROPOSAL BREAKDOWN**  
 Project: Vance Jackson (Adrian Drive to 94-10)  
 Prime Consultant: Mendes Engineering  
 Subconsultant: WSP  
 Proposal Date: 1/13/2014  
 Prepared By: Larry Picasso, PE, PTOE

	Insert Positions As Required																	
	Principal	Senior Project Manager	Project Manager	Quality Manager	Senior Engineer	Project Engineer	EIT III	EIT II	EIT I	Public Involvement Specialist	Graphics Specialist	Senior CADD Tech	CADD Tech	Intern / Engineer Technician	Project Controller	Admin/ Clerical		
Insert Approved Hourly Rate for Each Position	\$300.00	\$275.00	\$250.00	\$275.00	\$200.00	\$170.00	\$125.00	\$115.00	\$100.00	\$125.00	\$135.00	\$150.00	\$85.00	\$65.00	\$145.00	\$75.00		
TASK CODE AND DESCRIPTION	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	HOURS	TASK / PHASE FEE	
45% Design	2	0	16	4	16	20	0	38	0	0	0	0	0	0	2	2	108	\$17,110.00
01 Project Management and General Items																		
01.010 Project Administration	2	0	8	0	8	0	0	0	0	0	0	0	0	0	2	2	22	\$4,640.00
01.060 QA/QC	0	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	4	\$1,100.00
02 Other Plans																		
02.030 Traffic Signal Plans (2 Signals - Nassau Dr and Freling)																		
02.030.010 Traffic Signal Layout	0	0	2	0	2	8	0	16	0	0	0	0	0	0	0	0	28	\$4,100.00
02.030.020 Traffic Signal Elevation Details	0	0	2	0	2	8	0	16	0	0	0	0	0	0	0	0	28	\$4,100.00
02.030.030 Traffic Signal Notes	0	0	2	0	2	2	0	4	0	0	0	0	0	0	0	0	10	\$1,700.00
11 Cost Estimating																		
11.010 40% Plans Cost Estimate	0	0	2	0	2	2	0	2	0	0	0	0	0	0	0	0	8	\$1,470.00
75% Design	2	0	12	2	12	31	0	54	0	0	0	0	0	0	2	2	107	\$16,770.00
01 Project Management and General Items																		
01.010 Project Administration	2	0	4	0	4	0	0	0	0	0	0	0	0	0	2	2	14	\$2,840.00
01.060 QA/QC	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	\$550.00
02 Other Plans																		
02.030 Traffic Signal Plans (2 Signals - Nassau Dr and Freling)																		
02.030.010 Traffic Signal Layout	0	0	2	0	2	8	0	24	0	0	0	0	0	0	0	0	36	\$5,020.00
02.030.020 Traffic Signal Elevation Details	0	0	2	0	2	8	0	24	0	0	0	0	0	0	0	0	36	\$5,020.00
02.030.030 Traffic Signal Notes	0	0	2	0	2	2	0	3	0	0	0	0	0	0	0	0	9	\$1,585.00
11 Cost Estimating																		
11.010 70% Plans Cost Estimate	0	0	2	0	2	3	0	3	0	0	0	0	0	0	0	0	10	\$1,755.00
95% Design	2	0	10	2	11	10	0	18	0	0	0	0	0	0	2	2	95	\$9,830.00
01 Project Management and General Items																		
01.010 Project Administration	2	0	4	0	4	0	0	0	0	0	0	0	0	0	2	2	14	\$2,840.00
01.060 QA/QC	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	2	\$550.00
02 Other Plans																		
02.030 Traffic Signal Plans (2 Signals - Nassau Dr and Freling)																		
02.030.010 Traffic Signal Layout	0	0	2	0	2	3	0	6	0	0	0	0	0	0	0	0	13	\$2,100.00
02.030.020 Traffic Signal Elevation Details	0	0	2	0	2	1	0	6	0	0	0	0	0	0	0	0	13	\$2,100.00
02.030.030 Traffic Signal Notes	0	0	0	0	1	2	0	2	0	0	0	0	0	0	0	0	5	\$770.00
11 Cost Estimating																		
11.010 95% Plans Cost Estimate	0	0	2	0	2	2	0	2	0	0	0	0	0	0	0	0	8	\$1,470.00
Bid Phase	2	0	2	0	0	10	0	4	0	0	0	0	0	0	0	0	18	\$3,260.00
12 Bid Phase																		
12.010 Submit 100% Plans With All Joint-Bid Letters	2	0	2	0	0	2	0	4	0	0	0	0	0	0	0	0	10	\$1,900.00
12.020 Final Project Specifications Book	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2	\$340.00
12.030 Submit Bid List	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2	\$340.00
12.100 Respond to Contractor Questions	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2	\$340.00
12.110 Prepare and Distribute Necessary Addenda	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	2	\$340.00
Construction Phase	2	0	6	0	12	0	0	12	0	0	0	0	0	0	0	0	32	\$5,880.00
13 Construction Management																		
13.040 Review Shop Drawings	0	0	2	0	4	0	0	4	0	0	0	0	0	0	0	0	10	\$1,760.00
13.050 Respond to RFIs	0	0	2	0	4	0	0	4	0	0	0	0	0	0	0	0	10	\$1,760.00
13.060 Project Site Visits and Reports (Minimum Two Per Month)	2	0	2	0	4	0	0	4	0	0	0	0	0	0	0	0	12	\$2,360.00
Project Close-out	2	0	4	2	0	4	0	10	0	0	0	0	0	0	0	0	22	\$3,980.00
01 Project Management and General Items																		
01.050 Operations and Maintenance Manual	0	0	2	0	0	2	0	4	0	0	0	0	0	0	0	0	8	\$1,300.00
14 Project Close-out																		
14.010 Provide Record Drawings	2	0	2	2	0	2	0	6	0	0	0	0	0	0	0	0	14	\$2,680.00
TOTAL BASE FEE WITH HOUR BREAKDOWN	12	0	50	10	51	65	0	134	0	0	0	0	0	0	6	6	334	\$56,830.00