

ATTACHMENT A
CITY OF SAN MARCOS
Linda Drive Phase 2
SCOPE OF SERVICES

Project Understanding

The work to be performed by Ardurra Group, Inc. (Ardurra). Ardurra under this contract will consist of providing 99% and 100% Design Phase, Bid Phase, Construction Phase and Record Drawing Phase Services for the Linda Drive Phase 2 Improvements to complete the existing Linda Drive Phase 2 project previously completed to 90%/95% under the original Linda Drive Improvements project contract. The project consists of the following improvements:

- General Description
 - **Sewer Improvements:** Replace approximately 3,300 linear feet of wastewater from Linda Drive at Bugg Lane to McCoy's Headquarters.
 - **Water Improvements:** Replace approximately 1,200 linear feet of undersized water main behind the shopping center at the corner of SH 80 and IH 35.

Basic Scope of Services

Design Phase (99%/100%)

1. Project Management and QA/QC: This task consists of effort associated with project administration, coordination with City staff, coordination and supervision of the project team, and quality management so that project milestones and deliverables meet schedule and budget constraints.
2. Meetings
 - a. Project Coordination Meetings: Ardurra will attend meetings with City of San Marcos Staff to determine any remaining project constraints and needs as well as discuss remaining design considerations.
 - b. Project Meetings: One project meeting has been budgeted for the Design Phase, following the 99% submittal.
 - c. Public Meetings: Public meetings have been budgeted which consists of preparing exhibits and attending the meeting.
3. Tasks
 - a. Refresh survey control and conduct topographic survey on any new infrastructure in the project area.
 - b. Redesign of the sewer main crossing SH 80 and at the back corner of the shopping center due to potential utility conflicts and to improve constructability. Provide the City of San Marcos with locations for additional Subsurface Utility Engineering locates.
 - c. Remove all proposed sewer laterals within the RV Park, as recent sewer televising has confirmed that no laterals tie into the existing sewer main.
 - d. Provide a sanitary sewer suggested bypass layout and include applicable bid item(s).
 - e. Redesign water main near the back corner of the shopping center at SH 80 to a new easement location to avoid the existing trees and utilities. Provide the City of San Marcos with locations for additional Subsurface Utility Engineering locates.

ATTACHMENT A
CITY OF SAN MARCOS
Linda Drive Phase 2
SCOPE OF SERVICES

- f. Provide a temporary water main layout with applicable bid item(s).
 - g. Add the air spading detail and notes to the plans. Update tree preservation sheets to include air spading locations.
 - h. Ardurra will review the existing 90%/95% design and plans and update to 99% based on City of San Marcos comments.
 - i. City of San Marcos has already acquired the UPRR permit. Ardurra to coordinate with UPRR and Railpros and include allowance for Railpros in the bid documents. City of San Marcos will use an on-call Geotechnical Firm to provide a settlement analysis.
 - j. Produce one set of plats and field notes for new water easement using the below Supplemental Services.
 - k. Provide City of San Marcos with Temporary Right of Entry Exhibits showing limits.
4. Deliverables
- a. 95% Comment Response Letter.
 - b. 99%: Ardurra will provide two (2) hard copies of 11" x 17" plan sets and one (1) pdf electronic copy. The plan set will also contain the following:
 - 1. Cover Sheet and Index Sheet
 - 2. General Notes and Horizontal Alignment Data
 - 3. Project Layout Control Layouts
 - 4. Overall Quantity Sheet: Ardurra will provide a quantity table that includes individual sheet quantities and the overall project quantities.
 - 5. Traffic Control Phasing Notes, Layouts and Standards
 - 6. Utility Layout Sheets – seven (7)
 - 7. Sanitary Sewer Plan and Profile Sheets – ten (10)
 - 8. Suggested Sanitary Sewer Bypass Plan – two (2)
 - 9. Sanitary Sewer Standards
 - 10. Water Plan and Profile Sheets - four (4)
 - 11. Temporary Water Main Layouts – two (2)
 - 12. Water Standards
 - 13. Storm Water Pollution Prevention Plan Sheet
 - 14. Environmental Permits, Issues and Commitments Sheet

ATTACHMENT A
CITY OF SAN MARCOS
Linda Drive Phase 2
SCOPE OF SERVICES

15. Storm Water Pollution Prevention Plan Layouts – six (6)
 16. Tree Mitigation table and Tree Protection Standards
 17. Air Spading Detail
 18. Additional Details and Standards
 19. Engineer's OPCC.
 20. Construction Project Schedule: Ardurra will develop a Construction Schedule for the project consisting of design, bid and construction phases. The schedule will be updated during design.
- c. 99% Comment Response Letter.
- d. Final 100%: Ardurra will provide two (2) hard copies of 11" x 17" plan sets, one (1) pdf electronic copy and the GIS submittal form. Upon approval by the City, two (2) hard copies of 11" x 17" plan sets, one (1) pdf copy, and one (1) CAD copy of the sealed plans will be provided.

Bid Phase

1. Project Management: This task consists of routine communication with the City and other activities associated with managing the project.
2. Attend Pre-Bid Meeting: Ardurra will assist the City in conducting pre-bid meeting.
3. Answer Questions: Ardurra will coordinate with the City for issuing responses for technical questions and requests for additional information from potential bidders.
4. Addenda: Ardurra will prepare addenda required to clarify, correct or change the bid documents. Addenda will be provided in Adobe .pdf (searchable) format and sealed by responsible engineer(s). Addenda will be issued to bidders through the City's Purchasing Department.
5. Bid Tabulation and Recommendation of Award: Ardurra will assist the City in reviewing all bids and evaluate them for responsiveness and bid amount. Ardurra will also check references, by telephone, of the low bidder and second low bidder (if necessary). Ardurra will prepare a letter summarizing the review and evaluation and include recommendations for award of the contract for construction, or other action as may be appropriate. The City will make the final decision on the award of the contract for construction and the acceptance or rejection of all bids.
6. Deliverables: Ardurra will incorporate addenda items in the Construction Plans and issue a "Conformed" set of plans for construction.
 - a. Bid Form: Ardurra will provide the Bid Form in Excel Document format (template provided by the City).
 - b. Technical Specifications: Ardurra will provide one (1) pdf electronic copy of the Technical Specifications including Table of Contents
 - c. Conformed Plans: Ardurra will provide one (1) electronic copy of Construction Plans in pdf, one (1) CAD copy, and two (2) 22" x 34" plan set, three (3) 11" x 17" plan sets.

ATTACHMENT A
CITY OF SAN MARCOS
Linda Drive Phase 2
SCOPE OF SERVICES

Construction Phase

1. Project Management: This task consists of routine communication with the City; managing, manpower, budgets, and schedules; invoicing; and other activities associated with managing the project.
2. Attend Pre-Construction Conference: Ardurra will attend a Pre-Construction Conference prior to commencement of work.
3. Submittal Review: Ardurra will review and approve or take other appropriate action in respect to Shop Drawings and Samples and other data which the Contractor is required to submit, but only for conformance with the information given in the Contract Documents. Such review and approvals or other action will not extend to means, methods, techniques, equipment choice and usage, sequences, schedules, or procedures of construction or to related safety precautions and programs.
4. Response to Requests for Information/Modifications: Ardurra will respond to reasonable and appropriate Contractor requests for information (RFI's) and issue necessary clarifications and interpretations of the Contract Documents to the City as appropriate to the orderly completion of Contractor's work.
5. Attend monthly progress meetings for a duration of eighteen (18) months.
6. Pay Application Review: Ardurra will review quantities provided by the City and sign pay application.
7. Review of Change Orders: Ardurra may recommend Change Orders to Client and will review and make recommendations related to Change Orders submitted or proposed by the Contractor.
8. Ardurra in company with the City and Contractor, will conduct a walk through to develop a punch list. Once the punch list is complete and satisfactory to the City, Ardurra will provide a notice that the Work is generally in accordance with the Contract Documents to the best of Ardurra's knowledge, information, and belief based on the extent of its services and based upon information provided to Ardurra upon which it is entitled to rely.
9. Deliverables:
 - a. Submittal Log: Ardurra will prepare a spreadsheet for identifying required submittals that the Contractor must provide as well as tracking to-date submittals and RFI's provided by the Contractor.

Record Drawings

1. Record Drawings: Ardurra will review the Contractor's redline as-built drawings and incorporate deviations from the construction drawings as appropriate. Record drawing information will be based solely on the provided marked-up drawings and appropriate field documentation received from the City. Ardurra will also conduct a surface feature survey (inverts of manholes, valve locations, etc.) of the improvements to help support the development of the as-builts Ardurra will deliver three sets of 11 x 17 plan set for review.
2. Deliverables: After review, Ardurra will deliver one set of 2 x 34 and three 11 x 17 plan sets, one (1) pdf electronic copy and one (1) CAD copy.

ATTACHMENT A
CITY OF SAN MARCOS
Linda Drive Phase 2
SCOPE OF SERVICES

Supplemental Scope of Services

- a. Boundary Survey: At the request of the City, Ardurra will prepare legal description and exhibits for up to 2 parcels determined by the City.
- b. UPRR Permitting and Flagging Permit Fees.

Schedule

The following project milestones are estimated and may require modification pending preliminary engineering results and construction timeframe constraints:

- 99% Design Documents Submittal (60 days)
- 100% Design Documents Submittal (45 days)

The estimated timeframes identified do not include time for City review of submittals.

City Responsibilities

1. The City will provide to Ardurra all data in the City's possession relating to Ardurra's services on the Project. Ardurra will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by the City.
2. The City will give prompt notice to Ardurra whenever the City observes or becomes aware of any development that affects the scope or timing of Ardurra's services.
3. The City will examine information submitted by Ardurra and render in writing or otherwise provide comments and decisions in a timely manner.
4. The City will obtain all necessary right-of-entries from required landowners.
5. The City will provide Title Reports for properties with proposed easements.
6. The City will obtain all permanent sanitary sewer line, access, and temporary construction easements, including services such as appraisal of properties, negotiations with the property owners, and actual purchase of the easements.
7. The City will use on-call Geotechnical Engineering firms to conduct any required Geotechnical reports.
8. The City will use on-call Subsurface Utility Engineering firms to conduct utility locates requested by Ardurra or the City.

ATTACHMENT A
CITY OF SAN MARCOS
Linda Drive Phase 2
SCOPE OF SERVICES

Additional Services

Additional Services to be performed, if authorized in writing by the City, but which are not included in the above-described Basic and Supplemental Scope of Services, and once a mutually agreed upon fee is negotiated are as follows:

1. Performing Geotechnical Investigation or Subsurface Utility Engineering.
2. Performing Environmental Investigation or Environmental permit preparation and submittal.
3. Performing title searches for easement or joint-use agreement preparation.
4. Preparation of additional easement/ boundary exhibits beyond the number identified in the Scope of Services.
5. Acting as an agent of the City in the acquisition of permanent or temporary easements.
6. Preparation of platting documents and/or real property survey for site acquisition.
7. Accompanying the City when meeting with the TCEQ, U.S. Environmental Protection Agency, or other regulatory agencies during the course of the Project, beyond those meetings identified above.
8. Preparing applications and supporting documents for government grants, loans, or planning advances.
9. Appearing before regulatory agencies or courts as an expert witness in any litigation with third parties or condemnation proceedings arising from the development or construction of the Project, including the preparation of engineering data and reports for assistance to the City.
10. Providing professional services associated with the discovery of any hazardous waste or materials in the project site.
11. Performing UPRR permitting or flagging permit fees.

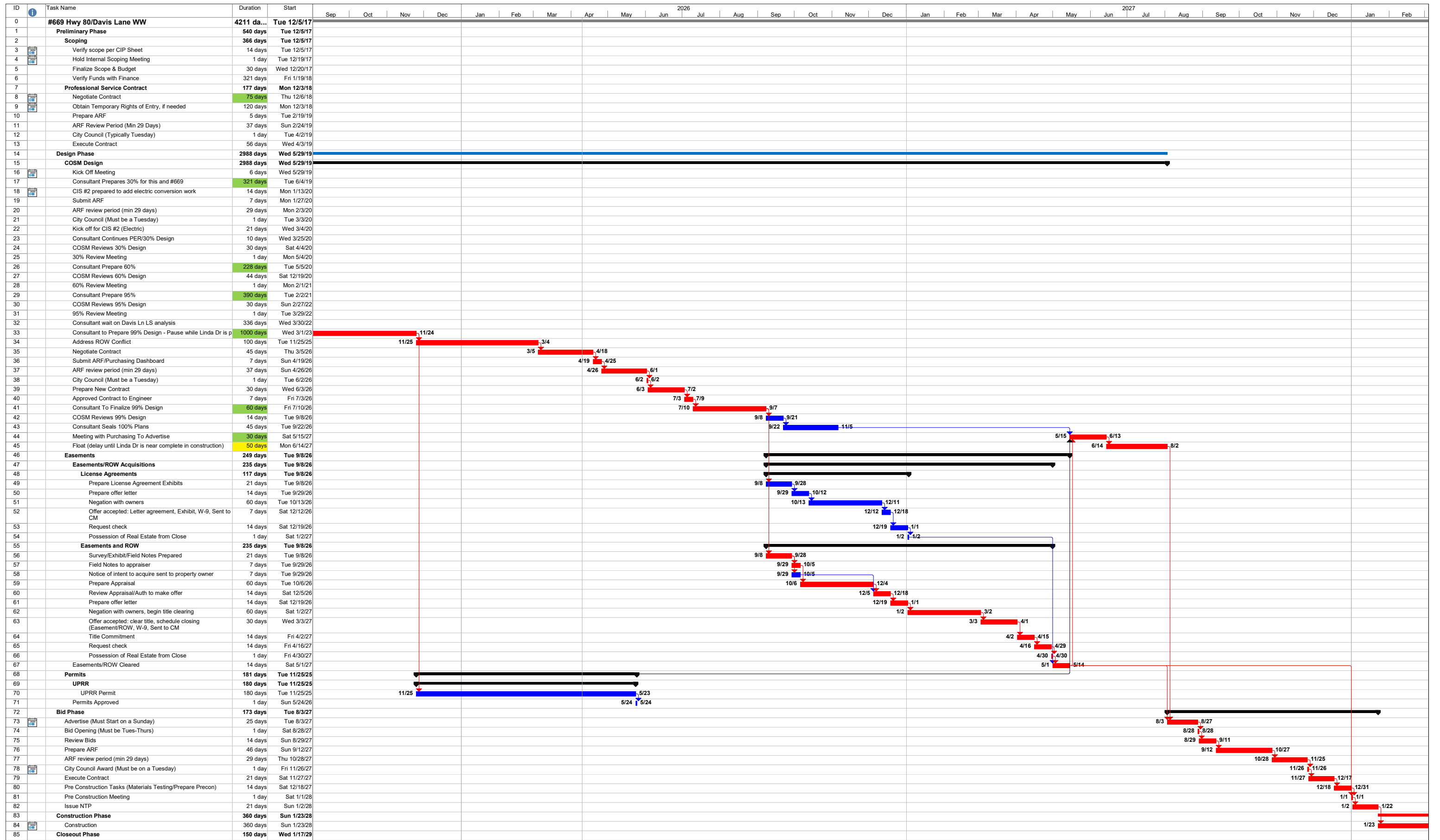
**City of San Marcos
Capital Improvements/Engineering**

Fee/Price Proposal Breakdown for Professional Services

Project Name:	Linda Drive Phase 2 Improvements
Name of Firm:	Ardurra Group, Inc.
Date Proposal Submitted:	4/6/2026
Project Manager:	Bryan J. Spina, PE, CFM

Position/Personnel Title	Department Head/Sr. Project Manager	Project Manager	Senior Engineer/Architect	Project Engineer	EIT IV	EIT III	CADD Tech III/Eng Tech III	CADD Tech II/Eng Tech II	Admin/Clerical	RPLS	SIT	2-Man Survey Crew	Lump Sum	
Fully-Loaded Hourly Wage Rates * (as defined below)	\$300.00	\$270.00	\$240.00	\$198.00	\$155.00	\$140.00	\$145.00	\$130.00	\$90.00	\$220.00	\$140.00	\$210.00		
Task to be performed/Phase Description (including Sub-consultant work)	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Total Hours	
Respond to RFIs			2			8								10
Assist in Preparation and Review of Change Orders			2			6		12						20
Final Inspection/Walkthrough			3			3								6
Develop Punchlist			1			4								5
Prepare Over and Under Quantities for Project Closeout			1			4								5
Record Drawing Phase	0	5	0	12	24	0	60	0	0	2	6	16	125	
Topographic Surveying of install utilities			1				4			2	6	16		29
Develop Draft Record Drawings			2		8	16	40							66
Finalize Final Record Drawings			1		2	4	8							15
Provide GIS Shape Files			1		2	4	8							15
Additional Services	0	0	0	0	0	0	0	0	0	0	0	0	0	
UPRR Permitting and Flagging Fees (as Invoiced)													\$ 5,000.00	0
Easement Acquisition - Field Notes and Exhibit (\$3,500 per parcel)(approx 2 parcels)													\$ 7,000.00	0
Total Hours:	0	98	5	125	255	0	325	0	4	8	20	46	\$ 12,000.00	886
Total Fee Proposal (Not to Exceed):	\$0	\$26,460	\$1,200	\$24,750	\$39,525	\$0	\$47,125	\$0	\$360	\$1,760	\$2,800	\$9,660	\$12,000.00	\$165,640

* 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).



Project: #669 Hwy 80/Davis Lane 18"
Date: Fri 4/10/26

Task	Summary	Rolled Up Milestone	External Tasks	Inactive Task	Manual Task	Manual Summary	Progress
Critical Task	Rolled Up Task	Rolled Up Progress	Project Summary	Inactive Milestone	Duration-only	Start-only	Deadline
Milestone	Rolled Up Critical Task	Split	Group By Summary	Inactive Summary	Manual Summary Rollup	Finish-only	

Page 1