

AUTHORIZATION OF CHANGE IN SERVICE

CONTRACT NUMBER / CONTRACT NAME:	2025-097	Lift Station 23 Improvements PSA	
CITY REPRESENTATIVE/ DEPARTMENT:	Jakob Peetz / Engineering & CIP		
CONSULTANT:	Weston Solutions		
CONTRACT EFFECTIVE DATE:	5/21/2025	COUNCIL RES. NO:	N/A
THIS AUTHORIZATION DATE:		AUTHORIZATION NO.:	01

DESCRIPTION OF WORK TO BE ADDED TO OR DELETED FROM SCOPE OF SERVICES:

This Authorization of Change in Service is to add the 60%, 90% & 100% design phases as well as bidding phase services to the Weston Solutions design contract for the Lift Station 23 Improvements project. This project will include design of station upgrades to support new replacement pumps that will be rated to handle future lift station flows, associated electrical improvements, a new generator and other site enhancements.

Original Contract Amount:		\$ 29,820.46
Previous Increases/Decreases in Contact Amount:		\$ 0.00
CURRENT CONTRACT AMOUNT:		\$ 29,820.46
This Increase/Decrease in Contract Amount:		\$ 194,331.99
REVISED CONTRACT AMOUNT:		\$ 224,152.45

CONTRACTOR:



 Signature

12/02/2025

 Date

Dain Chernick / Project Manager

 Print Full Name / Title (if not in individual capacity)

CITY:

 Signature

 Date

 Print Name / Title

City Department Use Only Below This Line (PM, POC, etc.).

Account Number(s):	Amount	Date
# C81-WWW-CO19A-13200; 52092469-70200	\$ 194,331.99	12/02/2025
#	\$	
#	\$	



**EXHIBIT 1
SCOPE OF SERVICES
CITY OF SAN MARCOS**

**LIFT STATION 23 – DESIGN AND BID PHASE ENGINEERING
20 NOVEMBER 2025**

PROJECT UNDERSTANDING

The work to be performed by Weston Solutions, Inc. (WESTON) under this contract shall consist of providing Design Engineering Phase (60%, 90%, and 100%) and Bid Phase Services for the Lift Station 23 (LS 23) Improvements project. The LS 23 Improvements project will include design of station upgrades to support new replacement pumps that will be rated to handle future lift station flows, associated electrical improvements, a new generator, and other site enhancements.

PROJECT TEAM

The WESTON Team for this project includes the following subconsultants:

- Byrn & Associates, Inc. will provide surveying services
- Quality Power, LLC will provide electrical engineering services

BASIC SCOPE OF SERVICES

Task 1000 Design Phase (60/90/100%)

1. Project Management: Provide project management activities during the design phase to properly plan the work, sequence, manage, coordinate, schedule, and monitor the scope tasks and completion of the tasks. Conduct internal coordination as required to accomplish the work. Provide monthly status updates to the City including percent complete for scope tasks, budget status, and schedule. Maintain and update on a monthly basis a decision and project change log.
2. Meetings: WESTON will prepare for and the following meetings with the City for project coordination and plan review. An agenda will be provided in advance, and meeting minutes will be provided following the meeting.
 - a. Kickoff Meeting: One kickoff meeting prior to start of work
 - b. Project Meetings: Four (4) project progress meetings for project coordination and plan review
 - c. Design Review Meetings: Three (3) design review meetings to discuss review comments after design submittals.
3. Field Investigations
 - a. Topographic Surveying: Topographic surveying of the lift station site will be provided for the project. The surveying services shall include:
 - Provide horizontal and vertical control for topographic survey.
 - Topographic survey of the lift station site, which shall include the fenced lift station site and the ROW in front of the fence to the edge of pavement.
 - Locate all above ground planimetric features, including existing structures, edge of roads, evidence of underground utilities, overhead utilities, fences, trees 6-inch diameter and larger, ditch flowlines and other pertinent features affecting design.
 - Capture the wet well top and the top of pipes inside the valve vault.
 - Water valve top of nut elevations if present.
 - Locate existing property lines and property corners.
 - Contact Digg-Tess for location of existing utilities. Utility ROWs will not be located.



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- The topographic information will be provided in Autocad format with the triangulation network for the existing surface.
 - b. Subsurface Utility Locates: Subsurface Utility Location will be performed by the City of San Marcos as needed. In the event of a need, it is assumed that the City or their subcontractor will contact 811 for locates.
 - c. In order to assist with development of the pump replacements, 3D imaging of the inside of the wet well will be provided, including capture of pump rails, bases, and discharge piping. This will be used to ensure constructability of the new pumps.
 - a. Bypass pumping plans for this internal imaging work to proceed will need to be developed with the assistance of the City of San Marcos. Effort is included for creation of an exhibit sheet, pump selection, and hose routing.
 - d. Geotechnical Investigation: Any Geotechnical Investigation work will be performed by the City of San Marcos as needed.
 - e. Electrical: An evaluation of the existing electrical installations at the lift station will be provided to verify if they will support the proposed improvements, including pumps and generator. Necessary improvements to the electrical panel, wiring, conduits, etc. will be included as part of the design phase effort.
4. Design Phase Site Visits: Design engineering staff will conduct up to two (2) site visits during the Design Phase to verify design data and confirm proposed improvements.
5. Evaluation of a variable flow device (VFD) and benefits to the lift station will be completed. A VFD may enable smaller pumps to be installed while still meeting TCEQ minimum velocity requirements or may enable greater pump efficiency while flows are lower than fully developed conditions. Weston will evaluate the expected cost and benefits and discuss the preferences of the City in a technical memo before incorporating into the design. A power study will not be included for this evaluation.
6. 60% Design Phase Submittal: The 60% deliverable will include:
- a. 60% Plans – 1 electronic PDF copy; no hard copies are proposed. Plans will include: Cover Sheet, General Notes, Project Layout Sheet, Tree Protection and Erosion/Sedimentation Control Sheets, Existing and Proposed Site Plan Sheets, Lift Station Mechanical Sheets, Bypass Pumping Plan, Structural Sheets, List of Standard Details, Special Details, and Electrical Sheets. City of San Marcos details will be provided as a list, where available, for the 60% submittal; City of Austin details will be listed otherwise.
 - i. Storm Water Pollution Prevention Plan (SWPPP): WESTON will complete standard TxDOT SWP3 sheets for inclusion in the plans including 1) Environmental Permits, Issues, and Commitments (EPIC) Sheet and 2) TxDOT Storm Water Pollution Prevention Plan (SWP3).
 - ii. Traffic control plans are not expected to be required. If they are needed, a request for additional services will be submitted.
 - b. 60% List of Specifications. City of San Marcos Division 1 specifications will be used, and City of Austin standard specifications will be used, provided in a Table of Contents to show specs to be included for the project.



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- c. 60% Opinion of Probable Construction Cost (OPCC). An updated OPCC will be provided.
 - d. 60% Project Schedule. An updated project schedule will be provided.
 - e. QA/QC: Internal quality review will be completed for all deliverables.
 - f. 60% Design Checklist. An updated COSM design checklist will be provided.
7. 90% Design Phase Submittal: The 90% deliverable will include:
- a. 90% Plans – 1 electronic PDF copy; no hard copies are proposed. The 90% design set is anticipated to include the following:
 - i. Cover Sheet
 - ii. Project Layout Sheet
 - iii. Quantities By Sheet
 - iv. Tree Protection and Erosion Sedimentation Control Sheets
 - v. Site Plan and Mechanical Sheet
 - vi. Bypass Pumping Plan,
 - vii. Structural Sheets
 - viii. Standard Details
 - ix. Special Details
 - x. Electrical Sheets
 - b. 90% Specifications including Project Specific/Special Specifications.
 - c. 90% OPCC. An updated OPCC will be provided.
 - d. 90% Project Schedule. An updated project schedule will be provided.
 - e. 90% Design Checklist. An updated COSM design checklist will be provided.
 - f. 90% Bid Form. A draft bid form will be provided.
 - g. QA/QC: Internal quality review will be completed for all deliverables.
 - h. Comment Responses to any comments provided during review of the 60% Design Phase Submittal will be provided.
8. 100% Final Design Phase Submittal: The 100% Deliverable will include:
- a. Final sealed plans including: two (2) 11"x17" Sets; electronic copies in PDF and CAD; CAD submissions shall be in accordance with City GIS submittal requirements.
 - b. 100% Project Manual in PDF
 - c. Bid Form in MSWord
 - d. COSM Design Checklist
 - e. COSM Construction Checklist
 - f. Comment Responses to any final comments

Task 2000 Bid Phase

- 1. Project Management: Provide project management activities during the bid phase to properly plan the work, sequence, manage, coordinate, schedule, and monitor the scope tasks and completion of the tasks. Conduct internal coordination as required to accomplish the work. Provide monthly status



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updates to the City including percent complete for scope tasks, budget status, and schedule. Maintain and update on a monthly basis a decision and project change log.

2. Attend Pre-Bid Meeting: WESTON will assist the City in conducting the pre-bid meeting and developing the agenda. WESTON assumes that the pre-bid meeting will be held virtually.
3. Answer Questions: WESTON will coordinate with the City for issuing responses for technical questions and requests for additional information.
4. Issue Addenda: WESTON will prepare Addenda required to address changes to bid documents during the bid phase. Budget for 1 Addendum has been included; additional addenda will be added scope.
5. Bid Tabulation and Recommendation of Award: WESTON will review bids and evaluate bids for responsiveness and bid amount. WESTON will also check references, by email or telephone, of the apparent low bidder and second low bidder, and will check for debarment. Because federal funds will not be involved, a background check will not be provided. WESTON 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 shall make the final decision on the award of the contract for construction and the acceptance or rejection of all bids.
6. Conformed Documents Deliverables: WESTON will incorporate addenda items in the Construction Plans; include addenda in the bound Project Manual; and issue a "Conformed" set of plans and project manual for construction. WESTON will provide one (1) electronic copy of Construction Plans in pdf, one (1) CAD copy, and four (4) 11" x 17" plan sets, as well as one (1) electronic copy of the Project Manual in pdf.

FEE

The total fee, on a lump sum basis, for this SOW is shown in Exhibit 2.

SCHEDULE

Refer to Exhibit 3 for the anticipated project schedule.

City Responsibilities / Assumptions in Scope Preparation

1. The City will provide to WESTON all data in the City's possession relating to WESTON's services on the Project. WESTON will reasonably rely upon the accuracy, timeliness, and completeness of the information provided by the City.
2. The City will give prompt notice to WESTON whenever the City observes or becomes aware of any development that affects the scope or timing of WESTON's services.
3. The City shall examine information submitted by WESTON and render in writing or otherwise provide comments and decisions in a timely manner.
4. The City will obtain right-of-entry for all properties as necessary for WESTON to complete the design phase of the project.
5. The City will obtain all permanent water line, access, and temporary construction easements should any easements be required.
6. The City will pay for all permit and license fees.



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7. The City will field and document all questions during the Bid period and route technical questions to WESTON requiring input from the Design Engineer.
8. The City will distribute all Addenda.
9. Scope of Services does not include the following item:
 1. Archeological field surveys
 2. Karst endangered species habitat surveys.
 3. Geological Assessment
 4. Archeological coordination, as all proposed improvements are currently inside the lift station limits
 5. Traffic control plans or permitting of any kind
 6. Public meetings or a utility coordination meeting.
 7. A 99% design set of plans; design will proceed from 90% directly to 100% plans.
 8. Permitting, as all improvements are currently expected to be within the fenceline of the lift station.
10. For imaging the interior of the wet well, COSM will assist with bypass pumping plan preparation and execution for this work to occur.

Exhibit 2 Detailed Fee Schedule

	Unit Rate	TASK 1 60%/90%/100% Design Phase		TASK 2 Bid Phase		Totals	
		Units	Amount	Units	Amount	Units	Amount
Labor Estimate (per hour)							
Project Principal	\$284.97	12.0	\$ 3,419.64	2.0	\$ 569.94	14.0	\$ 3,989.58
QC Engineer	\$226.16	37.5	\$ 8,481.00	10.0	\$ 2,261.60	47.5	\$ 10,742.60
Project Manager	\$201.68	82.0	\$ 16,537.76	-	\$ -	82.0	\$ 16,537.76
Project Engineer	\$195.94	189.0	\$ 37,032.66	19.0	\$ 3,722.86	208.0	\$ 40,755.52
Engineer in Training	\$117.60	266.0	\$ 31,281.60	30.0	\$ 3,528.00	296.0	\$ 34,809.60
CAD Operator	\$134.72	184.0	\$ 24,788.48	14.0	\$ 1,886.08	198.0	\$ 26,674.56
Financial Analyst	\$113.03	27.0	\$ 3,051.81	4.0	\$ 452.12	31.0	\$ 3,503.93
Administrative Assistant	\$83.46	14.0	\$ 1,168.44	-	\$ -	14.0	\$ 1,168.44
Labor Total			\$ 125,761.39		\$ 12,420.60		\$ 138,181.99
Subcontractor Costs							
Surveying - Byrn and Associates			\$ 3,675.00		\$ -	-	\$ 3,675.00
Electrical - Quality Power LLC			\$ 51,975.00		\$ -	-	\$ 51,975.00
Subcontractor Total			\$ 55,650.00		\$ -		\$ 55,650.00
External ODCs							
Reimbursibles	\$500.00	1	\$ 500.00	-	\$ -	1	\$ 500.00
External ODC Total			\$ 500.00		\$ -		\$ 500.00

Subtotal Estimated Cost	\$ 181,911.39		\$ 12,420.60	\$ 194,331.99
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SURVEYING

November 13, 2025

PROPOSAL FOR THE PREPARATION FOR A TOPOGRAPHIC SURVEY OF LIFT STATION NO. 23, BEING A PORTION OF LOT 2, BLOCK A, WHISPER SOUTH INDUSTRIAL CENTER SUBDIVISION, CITY OF SAN MARCOS, HAYS COUNTY, TEXAS.

Thank you for considering Byrn & Associates, Inc. for this work.

We can provide the surveying services listed below for a fee of \$3,500.

The time frame for completion is within 2-3 weeks of authorization to proceed and receipt of a signed service agreement.

Items included in this proposal

- A topographic survey of the full fenced site and out to the edge of IH35 frontage road
- Survey to capture all utilities and improvements on the site including pavement, poles, bollards, structures, plus wet well and piping inside, and top of piping inside the grated valve vault.
- Preparation of a plat and cad drawing
- Delivery of plat to client or agent

Thank you,

Zachary Haden
RPLS



QUALITY POWER, LLC.

1008 Lakewood Hills Terrace
Austin, Texas 78732
basheerm@qualitypowrllc.com

Phone: (512) 294 0885

Nov 19, 2025

Dain Chernick P.E.
Project Manager
Weston Solutions, Inc.,
5301 Southwest Parkway #450
Austin, TX 78735

Re: City of San Marcos – Lift Station 23 Rehabilitation Project.

Mr. Chernick:

Quality Power LLC is pleased to submit our proposal to provide Consulting services in the area of Electrical, and Controls Engineering for the above-referenced project.

The Scope of Work is based upon the information e-mailed to us on Oct 10, 2025, and Oct 17, 2025.

The Scope of Work is further clarified as follows:

PROJECT DESCRIPTION

Provide professional services to evaluate the current capability and condition of the electrical system including electrical panels, components, cables, and generator for the San Marcos lift Station. Provide a preliminary engineering report, design, and bid-phase support. The scope will include CAD services.

GENERAL

1. All work will be performed in accordance with the general engineering practices.
2. This proposal assumes that the site plan (see assumptions) will be provided in CAD version.
3. All final drawings and specifications will be stamped and signed by a Professional Engineer licensed by the State of Texas.

SCOPE OF SERVICES

We understand our Scope of Services to be as follows:

1. Meet with Owner staff to gather information and discuss issues with existing various plant systems and equipment, plant electrical and controls systems, and operational requirements.
2. Pay site visit (s) to evaluate the condition of equipment, electrical and controls components, panels, cables, conduits, transformers, and generator.
3. Obtain cost estimate and prepare Preliminary Engineering Report
4. Perform up to (3) three on-site investigations in order to document both the condition of system components as well as compliance with current applicable codes and standards and to determine the capability of the existing systems to meet future needs.
5. Perform Detailed design based on the PER. Make site visit (1) as needed.
6. Provide specifications for electrical and controls equipment and components at 90% and 100% submittal.
7. Provide revised drawings, electrical opinion of probable construction cost, and responses to owners Owner comments at 60%, 90%, and 100% design submittals.
8. Attend up to (3) three meetings with Owner/Weston as needed.
9. Participate in bid meeting and contractor selections
10. CAD services

MAJOR ASSUMPTIONS

This proposal is based on the following major assumptions:

1. Weston Solutions will provide site plan or a plan marking all equipment locations with dimensions in relation to the site boundary.

EXCLUSIONS

The following services are excluded from the proposed Scope of Services:

1. Any additional scope, meeting, and site visits
2. Incoming power supply change/ upgrade

COMPENSATION

The Scope of Work defined above will be performed on a lumpsum basis for a total fee as follows:
Basic Engineering Services: **Engineering Fee \$49,500**

SCHEDULE

The following schedule is based on the information that was received.

30% - January 2026.

60% - March 2026

90% - May 2026

100% June 2026

Project-related reimbursable expenses such as delivery service, printing, etc. are not included in the above fees nor anticipated. Any additional scope or scope change will require additional services.

Quality Power is committed to providing high quality and responsive consulting engineering services. We welcome this opportunity and look forward to continuing our successful relationship with Weston.

Respectfully submitted,



Basheer Mohamed, P.E.
President
Quality Power, LLC.

Exhibit 3

Rev. Tue 11/18/25

Estimated Project Schedule

City of San Marcos - LS 23 Design and Bid Phase Engineering

ID	Task Name	Duration	Start	Finish	Predecessors	2025 Dec	Qtr 1, 2026 Jan	Qtr 2, 2026 Feb	Qtr 3, 2026 Mar	Qtr 4, 2026 Apr	Qtr 1, 2027 May	Qtr 2, 2027 Jun	Qtr 3, 2027 Jul	Qtr 4, 2027 Aug	Qtr 1, 2028 Sep	Qtr 2, 2028 Oct	Qtr 3, 2028 Nov	Qtr 4, 2028 Dec	
1	Design Kickoff Meeting	1 day	Mon 12/8/25	Mon 12/8/25															
2	Design Phase - 60% Design	90 days	Mon 12/8/25	Fri 4/10/26															
3	Project Setup	5 days	Mon 12/8/25	Fri 12/12/25	1FS-1 day														
4	Survey, Imaging, Initial Site Visits, and Data Collection + Float for Holidays	30 days	Mon 12/15/25	Fri 1/23/26	3														
5	Preparation of 60% Deliverables	25 days	Mon 1/26/26	Fri 2/27/26	4														
6	Internal QC of 60% Deliverables	10 days	Mon 3/2/26	Fri 3/13/26	5														
7	Deliver 60% Design	1 day	Mon 3/16/26	Mon 3/16/26	6														
8	COSM Review of 60%	20 days	Mon 3/16/26	Fri 4/10/26	7FS-1 day														
9	Design Phase - 90% Design	60 days	Mon 4/13/26	Fri 7/3/26															
10	Preparation of 90% Deliverables	30 days	Mon 4/13/26	Fri 5/22/26	8														
11	Internal QC of 90% Deliverables	10 days	Mon 5/25/26	Fri 6/5/26	10														
12	Deliver 90% Design	1 day	Fri 6/5/26	Fri 6/5/26	11FS-1 day														
13	COSM Review of 90%	20 days	Mon 6/8/26	Fri 7/3/26	12														
14	Design Phase - 100% Design	56 days	Fri 7/3/26	Fri 9/18/26															
15	Preparation of 100% Deliverables	20 days	Fri 7/3/26	Thu 7/30/26	13FS-1 day														
16	Internal QC of 100% Deliverables	5 days	Fri 7/31/26	Thu 8/6/26	15														
17	Deliver 100% Design	1 day	Fri 8/7/26	Fri 8/7/26	16														
18	COSM Review of 100%	15 days	Mon 8/10/26	Fri 8/28/26	17														
19	Finalize Bid Documents	15 days	Mon 8/31/26	Fri 9/18/26	18														
20	Bid Phase	70 days	Mon 9/21/26	Fri 12/25/26	19														

