



January 8, 2016
AVO 29565

Shaun Condor, PE, PMP
City of San Marcos
Engineering/Capital Improvements
630 East Hopkins Street
San Marcos, TX 78666

RE: Old RR 12 Bike/Ped and Widening Project – CIS#4

Dear Mr. Condor:

Attached is the proposed scope of services and fees for additional services required for final completion of the Old RR 12 Bike/Ped and Widening Project. This additional scope and fee is required for the requested design revisions and for completing additional tasks beyond the scope and effort originally proposed. We appreciate the opportunity to be of service to the City of San Marcos and look forward to taking the project to successful completion.

Sincerely,

HALFF ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read "Eric J. Ratzman", is written over a faint, larger version of the signature.

Eric J. Ratzman, PE
Senior Project Manager

ATTACHMENT D

AUTHORIZATION OF CHANGE IN SERVICES
CITY OF SAN MARCOS, TEXAS

CONTRACT: Old RR 12 Bike/Ped and Widening Project

CONSULTANT: Halff Associates, Inc.

AUTHORIZATION NO.: 4

ORIGINAL CONTRACT DATE: November 6, 2013

AUTHORIZATION DATE:

WORK TO BE ADDED TO OR DELETED FROM SCOPE OF SERVICES

Design changes:

Additional services for requested project scope changes including: open house support, additional drainage scope, revisions to waterline, addition of water and wastewater lines, additional sidewalk, revised sidewalk width and location, tree survey and survey beyond ROW, bus pads, cross walks, tree plantings, irrigation, retaining walls, signal timing, pedestrian signal, construction speed limit study, revision and coordination of CZP with TCEQ, traffic control revisions, pavement cross slope and driveway profile revisions, addition of right turn lane at Franklin, updates to current city project specifications, details, and bid form, and updated construction cost estimate.

Previous Change In Services

#1: 02/26/2014: Utility locating needed for design to avoid conflicts; \$6,918.40

#2: 04/29/2014: Design revisions requested and for completing tasks beyond the scope and effort originally anticipated; \$44,985.00

#3: 10/06/2014: PER for additional, off-site drainage improvements; \$49,860.00

Previous contract amount:	\$395,470.90
Net increase/decrease in contract amount:	\$294,170.00
Revised contract amount:	\$689,640.90

Requested by:

Halff Associates, Inc.

By: 
Eric J. Ratzman, Project Manager

Date: 01/08/2015

Approved by:

City of San Marcos:

By: _____
Jared Miller, City Manager

Date: _____

PROPOSED SCOPE OF SERVICES FOR CHANGE IN SERVICE #4
For the
Old RR 12 Bike/Ped and Widening Project
San Marcos, Texas

DESIGN PLANS REVISIONS (two submittals: 95% and Final)

Engineer will perform the following tasks:

1. Prepare updated exhibit and attend an open house to be advertised and conducted by the city
2. Walk the project with city staff to identify items to address in plans
3. Add Sarah Street storm sewer from PER recommendations to the plans
4. Revise water line from 8" to 12" and realign to beneath the shoulder for full limits of the project; connect new 12" line to existing 16" lines at Holland and Craddock; connect new 12" to existing 6" on Franklin; connect new 12" to existing 6" on Coers; connect new 12" to existing 6" on Sarah Street
5. Address comments and complete waterline plans for final submittal;
6. Add waterline plans to replace water line on Sarah Street within limits of proposed storm drain (approx. 460 lf);
7. Add wastewater plans to replace sewer on Sara Street within limits of proposed storm drain (approx. 460 lf); add wastewater plans to replace sewer on from Coers Drive to 1511 Old RR 12 (approx. 780 lf);
8. Make sidewalks as wide as ROW will allow
9. Add sidewalk on 25' wide access easement on Retreat property (between Craddock and Hughson); replace gravel path with concrete; show trees being cleared in plans from path to roadway for safety
10. Perform tree survey and mitigation calculations for work in item 11
11. Add two (2) speed limit feedback signs to the plans (one each direction)
12. Add concrete bus landing pads at the two current bus stops
13. Beautification: add stamped/stained concrete cross walks to the plans
14. Add decorative retaining walls (block wall or stamped concrete) to replace concrete riprap
15. Add pavers, stamped concrete, or landscaping between sidewalk and pavement to avoid narrow strips of grass to maintain
16. Shift sidewalk closer to the roadway to achieve 4:1 slide slopes
17. Revise hydraulic calculations for revised ditches and driveway culverts associated with revised sidewalk and retaining wall locations
18. Add trees and tree irrigation in locations where space, drainage, and utility conflicts will allow
19. Obtain additional field surveying 25 ft beyond ROW at steep driveways (city to coordinate ROE from property owners as required)
20. Obtain Synchro base models and traffic counts from the city and develop optimized splits and phase sequences to proposed timing plans both for construction and the permanent installation; prepare technical memo and address city comments to the plans
21. Add a cross walk and pedestrian signals for the south side of the intersection of Holland at Old RR 12; provide exit from bike lane to sidewalk/cross walk

22. Add rumble strips or detectable pavement markings for bike lanes
23. City wishes to lower regulatory speed during construction by 10 mph so law enforcement can issue tickets. This requires a memo from Halff and 2 council readings. After construction, the limit must be raised to pre-construction conditions. Provide an engineering memorandum to evaluate/recommend a speed reduction.
24. Update Contributing Zone Plan (CZP) and calculations for revised project; provide additional coordination with TCEQ for approval of CZP;
25. Update Traffic Control Plans for revised waterline location, concrete cross walk construction, and removal of concrete barrier where appropriate
26. Adjust limits of full reconstruction and overlay at west end of project where cross slope is not changed; will provide some cost savings and ease of TCP transitions and turning radii during construction at the intersection.
27. Reduce the superelevation rate down from 3% which could help flatten the extremely steep driveway profiles on the north side. Revise/flatten steep driveways by extending beyond ROW
28. Widen Franklin Dr to provide for a dedicated right turn lane onto Old RR 12
29. Update the specifications, bid form (use latest city versions), and construction cost estimate
30. Update the roadway cross sections for slope, sidewalk, and retaining wall changes described above.
31. Provide construction phase administration and support services, as requested

ITEMS EXCLUDED FROM SCOPE OF SERVICES

1. Environmental services
2. Subsurface Utility Engineering and Utility Coordination
3. Storm Water Pollution Prevention Plan (SWPPP)
4. Public Involvement, Property acquisition or negotiations
5. Filing fees, permit fees, TDLR registration
6. Full time construction inspection

Any additional services required beyond those specifically identified in this proposal are beyond the scope of services to be provided. Additional services, if requested, will be separately identified and negotiated and such additional scope and commensurate fee will be authorized under a supplemental agreement to this proposal/contract.

