



DATA SHEET
Agenda Item No. 16.

Meeting Date: June 1, 2017

Agenda Item:

Consider approval of Contract and Task Order No. 1 with JQ Infrastructure, LLC for professional services related to: 1) design and construction of necessary improvements to pipelines along FM 720, and 2) reimbursement for easements taken by TxDOT along FM 720 as a result of TxDOT road improvements.

Placement:	<input type="checkbox"/> Consent	<input checked="" type="checkbox"/> Individual Consideration	<input type="checkbox"/> Executive Session
Vote:	<input type="checkbox"/> Non-Weighted	<input checked="" type="checkbox"/> Weighted Capital	
Recommending Department: Engineering and Operations			

Background:

TxDOT is in the process of widening FM 720. Construction is ongoing and current phase of the construction project ends at Martop Rd. The next phase of construction will be from Martop Rd. to US 380. District has several water transmission pipelines running parallel to FM 720 and crossing FM 720 in this area.

Under a Letter Agreement, JQ Infrastructure, LLC (JQI) assisted District in determining possible conflicts between the roadway improvements and District pipelines and easements. Based on that study, it does not appear that there are any major conflicts between the roadway construction and District pipelines. Additional casing of certain pipes will be required on the pipeline crossings -- some minor vault adjustments are expected as well. In addition, portions of District's easements are being overlapped by TxDOT's ROW. District will request reimbursement for portions of the easements being taken by TxDOT.

Contract and Task Order No. 1 with JQI is for design and construction services related to additional casing installation and vault adjustments as well as assistance with requesting reimbursement from TxDOT for taking portions of District's easements.

Financial:

The total amount for the proposed Engineering Task Order No. 1 is \$39,775. Funds are available in the FY 2017 Capital Budget. The cost of engineering and construction is eligible for reimbursement by TxDOT.

Recommendation:

Staff recommends that the Board authorize the proposed Contract and Task Order No. 1 with JQ Infrastructure, LLC for professional services related to: 1) design and construction of necessary improvements to pipelines along FM 720, and 2) reimbursement for easements taken by TxDOT along FM 720 as a result of TxDOT road improvements.

Enclosures:

Draft Task Order No. 1. The proposed contract is a standard District professional services agreement and is not enclosed. If you would like a personal copy of the contract, please contact Jody Zabolio.

Submitted By:  Date: May 26, 2017
Jody Zabolio, Acting Director of Engineering & Construction

ATTACHMENT A

Task Order No. 1

This Task Order is part of the AGREEMENT between JQ Infrastructure, LLC (JQ), (the "ENGINEER"), and Upper Trinity Regional Water District (UTRWD), (the "OWNER"), for a project generally described as:

JQ will provide design plans and details for pipeline casing modifications and valve stem and cover adjustments required as a result of widening FM 720 by TXDOT. JQ will also support the UTRWD in drafting a Utility Joint Use Acknowledgement Reimbursable Utility Adjustment (JUAA) which will allow the UTRWD to obtain reimbursement from TXDOT for easement encroachment.

ARTICLE I SCOPE OF SERVICES

The ENGINEER agrees to furnish the OWNER the following specific services:

BASIC ENGINEERING SERVICES

JQ has completed our review of proposed TXDOT plans to modify FM 720 and have confirmed that five (5) District pipeline crossings and one (1) intersecting street (Quail Meadow Lane) will need casing extensions. Tasks to be completed are described below and on the pages that follow.

TASK 1a: ENGINEERING PLANS AND DETAILS FOR EXTENSION OF PIPELINE CASINGS AND VALVE ADJUSTMENTS

The District has five (5) pipelines that cross FM 720 in a section where the current 2 lane roadway is being widened to 4 lanes and a center turn lane. The current Right of Way will be widened from 90 ft to 140 ft. JQ will create plans and details for casing extensions, where required, for the five District pipelines along FM 720 which is understood to include:

- Cover Sheet
- Site Plan
- Plan & Profile Sheets (1 for each pipeline crossing)
- Detail Sheets (2)
- Opinion of Probable Construction Cost

TASK 1b: ENGINEERING DETAILS FOR VALVE STEM AND COVER ADJUSTMENTS

If required, JQ will create details for valve stem and cover adjustments where required to match the proposed FM 720 road surface. The details will be included with the Task 1a plans and details.

TASK 2: TXDOT JUAA SUPPORT

As part of the FM 720 right of way widening TXDOT will create a Utility Joint Use Acknowledgement Reimbursable Utility Adjustment (JUAA) with the District. JQ will provide support to the District as follows:

- Creation of up to five (5) 8 ½" x 11" exhibits showing reimbursable easement area that TXDOT has taken and that UTRWD will keep
- Attend up to two (2) coordination meetings
- Complete draft JUAA Form for District review and execution

TASK 3: EASEMENT EXHIBITS

JQ will establish revised easement exhibits to show the location of District water pipelines and appurtenances in relation to the widened right of way. JQ will support the District by preparing up to ten (10) 11"x17" exhibits. The exhibits will not be survey documents. They will be used to determine easement values reimbursable by TXDOT and a 10-foot-wide strip over existing pipelines that will remain unpaid.

SPECIAL SERVICES

Special Services are those services known to be required for completion of the project that the OWNER agrees are to be furnished by the ENGINEER or by a subconsultant that cannot be defined sufficiently at this time to establish the maximum compensation.

The services are not included in the scope of work of Basic Services or the amount of compensation for Basic Services. The Special Services for this assignment are described as follows:

The Special Services under this Scope of Work are described as follows:

- A. Additional TXDOT Exhibits – If TXDOT requires more than the scoped five (5) exhibits JQ can create up to three (3) additional exhibits or make multiple revisions to the scoped exhibits under this task.

- B. Bid Phase Support – JQ can provide the following bid phase support to the District if requested:
 - o Draft and issue addenda
 - o Respond to bidder questions
 - o Lead a pre-bid site visit

ADDITIONAL SERVICES

Additional services to be performed by the ENGINEER, if authorized by the OWNER, which are not included in the above-described Basic Engineering Services, are described as follows:

- Additional Meetings/Coordination

Based on our discussions we understand that the following services will not be required and are excluded from the scope of services:

- Surveying or Survey Document Preparation.
- Redesign or rerouting of any conflicting utilities.
- Redesign of the District’s pipeline.
- Physical or destructive testing of pipes, valves, equipment, etc.
- Testing of existing or proposed construction materials.
- Payment of any TXDOT fees.
- Preparation of permit applications and payment of permit fees.
- Subsurface Utility Engineering
- Geotechnical investigations.
- Traffic Control.
- Exhaustive or extensive cost estimating beyond that required to achieve budgetary costs as described.

**Article II
Compensation**

Basic Services

Compensation by the OWNER to the ENGINEER for all Basic Services enumerated in Task Order No. 1 will be based on the actual hourly rates and costs in accordance with Exhibit A with the totals not to exceed the amounts in the table below without prior written authorization from the OWNER.

<u>Task</u>	<u>Amount</u>
Task 1a – Engineering Plans & Details for Extension of Casings	\$16,375
Task 1b – Engineering Details for Valve Stem and Cover Adjustment	\$1,000
Task 2 – TXDOT JUAA Support	\$5,360
Task 3 – Easement Exhibits	\$5,040
TOTAL BASIC SERVICES =	\$27,775

Special Services

For all Special Services enumerated in Task Order No. 1, the total amount will not exceed the amounts shown below without prior written authorization from the OWNER.

<u>Task</u>	<u>Amount</u>
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Task 4 – Additional TXDOT Exhibits	\$3,640
Task 5 – Bid Phase Support	\$3,360
TOTAL SPECIAL SERVICES =	\$7,000

Additional Services

Additional Services which may be required by the OWNER shall be based on the actual hours and costs in accordance with Exhibit A. The total amount will not exceed \$5,000 without prior written authorization from the OWNER. No work will be undertaken without specific written authorization from the OWNER.

Total Compensation Summary

Basic Services	\$27,775
Special Services	\$7,000
Additional Services	\$5,000

Estimated Total Task Order No. 1: \$39,775

Other Provisions

The following provisions shall apply to this Task Order:

The ENGINEER's compensation is based on immediate authorization to proceed and timely completion of the PROJECT. If the PROJECT timing deviates from the assumed schedule for causes beyond the ENGINEER's control, the ENGINEER reserves the right to request renegotiation of those portions of the compensation affected by the time change.

This Task Order No. 1 will become part of the referenced AGREEMENT when executed by both parties.

IN WITNESS WHEREOF, the parties execute below:

For the OWNER, Upper Trinity Regional Water District dated this _____ day of _____, 2017.

By: _____

Name Title

For the ENGINEER, JQ Infrastructure, LLC dated this _____ day of _____, 2017.

By: _____

Name Title

EXHIBIT A
2017 Hourly Fee Schedule
JQ Infrastructure LLC

Classification	2015 Hourly Rate Charge
Principal / Partner	\$200.00 / hour
Senior Project Manager	\$165.00 / hour
Engineering Technical Lead	\$180.00 / hour
Project Manager	\$145.00 / hour
Senior Project Engineer	\$125.00 / hour
Project Engineer	\$110.00 / hour
Senior Technician	\$100.00 / hour
Technician	\$80.00 / hour
Administrative	\$70.00 / hour
Senior Registered Professional Land Surveyor	\$145.00 / hour
Registered Professional Land Surveyor	\$110.00 / hour
Survey Crew	\$140.00 / hour

Billing rates are based on "salary cost" times a multiplier of 3.0. A multiplier of 1.1 will be applied to direct expenses. A multiplier of 1.0 will be applied to subconsultant costs.