



Travis County Commissioners Court Agenda Request

Meeting Date: February 21, 2012, 9:00 AM, Voting Session

Prepared By/Phone Number: J. Lee Perry/49724; Marvin Brice, CPPB,
Assistant Purchasing Agent

Elected/Appointed Official/Dept. Head: Cyd Grimes

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 1 to Contract No. PS110121JT, Encotech Engineering Consultants, Inc. for MEP Design Services - Travis County Correctional Complex.

- **Purchasing Recommendation and Comments:** Purchasing concurs with department and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.
- The Mechanical, Electrical and Plumbing (MEP) design services project is a professional services contract with Encotech Engineering Consultants, Inc. for the design of boiler replacement at the Travis County Correctional Complex (TCCC), building 130.
- The Sheriff's Office is requesting approval of Change Order number one (1), for MEP design services for boiler replacement for TCCC buildings 106 and 120. Encotech is currently performing similar design services under this contract for Building 130. This Change Order will be adding the design services for boilers at two additional TCCC buildings (106 and 120), and will increase the contract by \$25,850.00 from \$25,375.00 to \$51,225.00.
- **Contract Expenditures:** Within the last 12 months \$14,264.00 has been spent against this contract/requirement.
- **Contract-Related Information:**
 - Award Amount: \$25,375.00
 - Contract Type: Professional Service Agreement
 - Contract Period: Through Completion

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

➤ **Contract Modification Information:**

Modification Amount: \$25,850.00

Modification Type: Professional Service Agreement

Modification Period: Through Completion

➤ **Solicitation-Related Information: N/A**

Solicitations Sent:

Responses Received:

HUB Information:

% HUB Subcontractor:

➤ **Special Contract Considerations: N/A**

Award has been protested; interested parties have been notified.

Award is not to the lowest bidder; interested parties have been notified.

Comments:

➤ **Funding Information:**

Purchase Requisition in H.T.E.: 548732

Funding Account(s): 001-3735-824-5004

Comments:

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to Cheryl Aker in the County Judge's office, Cheryl.Aker@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON
TRAVIS COUNTY SHERIFF

P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

PHYLLIS CLAIR
Major - Law Enforcement

DARREN LONG
Major - Corrections

MARK SAWA
Major - Administration & Support

MEMORANDUM

TO: Patrick Strittmatter, Purchasing Agent Asst.
FROM: Mike Herman, TCSO Building Maintenance Supervisor
DATE: January 24, 2012
SUBJECT: Request to modify PSA contract PS110121JT

MEL-3691

Attached are the proposals for Mechanical, Electrical, and Plumbing Professional Engineering services from Encotech. For the Capital projects of the HSB Hydronic Boiler Replacement and the Honors Boiler / Hot Water Return Loop

It is requested that the existing contract for Professional Engineering services PS110121JT be modified to include the engineering for the Capital projects of the HSB Hydronic Boiler Replacement and the Honors Boiler / Hot Water Return Loop. TCSO Maintenance would like to bundle these similar requests together.

Encotech engineering just performed a similar job for maintenance at building 130. Encotech engineering is the TCCC Maintenance Section's recommendation due to their experience performing a similar previous job and their familiarity with the TCCC.

Travis County Sheriff's Office fiscal will load the requisitions in HTE.

The amounts are as follows:

HSB Hydronic Boiler Replacement \$ 12,600.00
Honors Boiler / Hot Water Return Loop \$ 13,250.00
Total \$25,850.00

Project: HSB Hydronic Boiler Replacement and the Honors Boiler / Hot Water Return Loop.

Capital line number: 001-3735-824.50-04.

TCSO Requisition Request: 5449

TCSO Requisition: TBD

ATTACHMENT: 2 proposals from Econtech.

COPY TO: TCSO Fiscal Office
File



Safety, Integrity, Tradition of Service

MODIFICATION OF CONTRACT NUMBER: PS110121JT Professional MEP Engineering Services PAGE 1 OF 11 PAGES

ISSUED BY: PURCHASING OFFICE 700 Lavaca, Suite 800 AUSTIN, TX 78701	PURCHASING AGENT ASST: J. Lee Perry TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: February 6, 2012
ISSUED TO: Encotech Engineering Consultants, Inc. Attn: Ali R. Khataw 8500 Bluffstone Cove, Ste. B-103 Austin, Texas 78759-7811	MODIFICATION NO.: 1	EXECUTED DATE OF ORIGINAL CONTRACT: March 30, 2011

ORIGINAL CONTRACT TERM DATES: April 7, 2011 – Through Completion

CURRENT CONTRACT TERM DATES: April 7, 2011 – Through Completion

FOR TRAVIS COUNTY INTERNAL USE ONLY:

Original Contract Amount: \$25,375.00

Current Modified Amount \$51,225.00

DESCRIPTION OF CHANGES: The above referenced contract is modified to reflect the changes as set forth below:

- A. Reference Exhibit I, Section 1, "Compensation for Basic Services." The Not-to-Exceed (NTE) fee is changed from \$25,125.00, to \$50,475.00, an increase of \$25,350.00.
- B. Reference Exhibit I, Section 1, Paragraph 1.1.1 Additional MEP services are required for the design of two additional (Building 120 and Building 106) replacement boilers. The boiler replacement design services will be separated by building and the following lines added to the contract, as is outlined in the attached Scope(s) of Services for each building:
 - Building 120, (to be designed first, Attachment 1)
 - (iv) Building 120 Design Phase Services \$10,400.00
 - (v) Building 120 Construction Phase Services \$2,600.00
 - Building 106, (to be designed second, Attachment 2)
 - (vi) Building 106 Design Phase Services \$9,750.00
 - (vii) Building 106 Construction Phase Services \$2,600.00
- C. Reference Exhibit 1, Section 4, Reimbursable Total Not-to-Exceed amount is changed from \$250.00 to \$750.00, an increase of \$500.00
- D. Reference Exhibit 1, Section 5, Total Agreement Sum, is changed from an NTE amount of **\$25,375.00** (\$25,125.00 Basic Services, and NTE \$250.00 Reimbursable Expenses) to **\$51,225.00** (\$50,475.00 Basic Services, and NTE \$750.00 Reimbursable Expenses), an increase of **\$25,850.00**.

Except as provided herein, all terms, conditions, and provisions of the document referenced above as heretofore modified, remain unchanged and in full force and effect.

Note to Vendor:

[XXX] Complete and execute (sign) your portion of the signature block section below for all copies and return all signed copies to Travis County.

[] DO NOT execute and return to Travis County. Retain for your records.

LEGAL BUSINESS NAME: <u>Encotech Engineering Consultants, Inc.</u>	<input type="checkbox"/> DBA
BY:  SIGNATURE	<input checked="" type="checkbox"/> CORPORATION
BY: <u>Ali R. Khataw, P.E.</u> PRINT NAME	<input type="checkbox"/> OTHER
TITLE: <u>President & CEO</u> ITS DULY AUTHORIZED AGENT	DATE: 02/08/2012
TRAVIS COUNTY, TEXAS	DATE:
BY: <u>CYD V. GRIMES, C.P.M., TRAVIS COUNTY PURCHASING AGENT</u>	
TRAVIS COUNTY, TEXAS	DATE:
BY: <u>SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE</u>	

ENCOTECH
ENGINEERING CONSULTANTS

January 10, 2012

Mr. Lee Perry
Purchasing Agent Asst. IV
Travis County Purchasing Office
700 Lavaca, Suite 800
Austin, Texas 78701

P: (512) 854-9724
F: (512) 854-9185
E: Lee.Perry@co.travis.tx.us

Re: **TRAVIS COUNTY CORRECTIONAL COMPLEX (TCCC) BUILDING 120 WATER HEATER REPLACEMENT**
Professional Mechanical, Electrical & Plumbing (MEP) Engineering Services
Contract No. _____

Mr. Perry,

Thank you for this opportunity to offer our proposal for services on this Travis County improvement project. Encotech Engineering Consultants is providing this proposal for the TCCC Building 120 domestic water heater replacement.

Based on the Scope provided by Travis County, Encotech understands that the existing domestic water heater has completely failed and is very fuel inefficient. Travis County wishes to replace this water heater with a more energy efficient and reliable type, specifically with two small boilers and a storage tank. In addition, the manual mixing valve will be replaced with an electronic mixing valve, in a more accessible location.

I. SCOPE:

The scope of this project is to provide MEP Engineering Services to upgrade the domestic water heater in Building 120:

1. Initial Meeting to gather project data, verify project scope and get equipment preferences.
2. Provide sizing of boilers of manufacturer preferred for standardization by TCSO to replace the existing domestic water heater.
 - a. Design shall be based on Lochinvar Sync Condensing boiler with Smart Touch technology.
3. Provide sizing and design piping, boiler circulating pumps, storage tank, venting and electrical accessories as needed.
4. Provide Electrical plans and schematics indicating electrical connections and specifications.
 - a. Provide electrical distribution upgrade as necessary to allow for new boiler.
 - b. Electrical Specifications.
5. Provide Mechanical and Plumbing plans showing location of new equipment and routing of all new piping and venting.
 - a. Plumbing:
 - i. Provide plumbing details as necessary for the replacement of the boiler.
 - ii. Provide details for the replacement of the existing thermostatic mixing valve with properly sized Armstrong DRV80 digital mixing valve system with a Brain Scan Network Adapter.

- b. Mechanical:
 - i. Revise piping for the installation of the mixing valve.
 - ii. Revise piping for the installation of the new boilers.
 - iii. Revise or new vent piping for the boilers.
 - iv. Provide insulation on piping systems as required.
 - v. Provide for a means of bypassing the mixing valve system.
 - vi. Provide Piping and venting details.
 - vii. Mechanical Specifications.
6. 50% and 100% Design Submissions.
 - a. Attend Design Review meetings (2 Meetings).
 - b. Submissions are due 3 days prior to the Design Review Meeting.
7. Provide Opinion of Probable Cost at 50%, and 100% Design Submissions.
8. Provide two (2) hard copies of MEP Construction Documents bearing an original signed, dated Engineering seal and ready for bids.
9. Provide one (1) electronic copy of all linework changing or adding to TCSO provided AutoCAD backgrounds.

BASIC SERVICES:

Encotech shall provide the following Basic Services:

1. Coordinating with the Owner to determine project requirements.
2. Perform necessary engineering design and produce HVAC, Electrical and Plumbing design construction documents.
3. Electrical Design shall include:
 - a. Circuit design for boiler and associated recirculation pumps.
 - b. Load analysis, distribution panels and wire sizing.
 - c. Electrical details as necessary.
4. Plumbing Design shall include:
 - a. Gas piping load analysis, sizing, layout and riser diagrams.
 - b. Condensate piping design.
 - c. Plumbing details as necessary.
5. HVAC Design shall include:
 - a. Design of combustion air supply and flue exhaust.
 - b. HVAC details as necessary.

II. ASSUMPTIONS AND CONDITIONS:

The scope of services presented herein and associated estimated budgets are based upon Encotech's understanding of the proposed development. Changes in the project that affect the underlying contract assumptions may impact the required professional service fee.

Accordingly, Encotech wishes to inform Travis County that this proposal is based on the following assumptions and conditions:

1. TCSO will provide AutoCAD backgrounds. Encotech will be required to provide as-built drawings of all internal equipment(related to the Boiler only).
2. Encotech will provide the Project Manager a Performance Schedule at the beginning of each phase.
3. Encotech will use all applicable codes in performing the Basic Services.
4. Travis County shall be responsible for detection and abatement of all hazardous Materials including asbestos and lead paint.

5. Bid Phase will commence within one (1) month after submission of completed drawings.
6. Fee shall be revised if the scope of work is increased.
7. Construction Phase time frame has been estimated as four (4) weeks from the Pre-Construction meeting. If the project extends beyond four (4) weeks then Additional Construction Phase Services fees shall be authorized for Encotech to attend the weekly meetings.
8. Travis County shall be responsible for all front end specifications. Encotech shall be responsible for HVAC, Plumbing and Electrical Specifications
9. The number of new boiler units shall be dependent on availability of space and layout restrictions.
10. We are assuming that no roofing work is required at this stage. In case we cannot utilize the existing flue penetrations in the roof then we may need to add a roofing and/or structural consultant to our Team. The Roofing and Structural work shall be conducted as Additional Services and are presently excluded from our scope of work.

III. PERMITTING:

This proposal assumes that all permitting services will be provided by other consultants.

IV. LIMITED CONSTRUCTION PHASE SERVICES:

1. Attend Pre-Bid Meeting.
2. Attend Pre-construction meeting.
3. Review shop drawings and submittals as requested by the Owner.
4. Respond to RFI's.
5. Two construction site visits and provide written reports to the Client as requested. Reports shall list items observed which are not in compliance with the Contract Documents. Site visits will not be continuous and/or exhaustive. Site visits are not intended to be for generating contractor completion lists, but are for review of completed work to notify the Client against non-compliant work to the degree possible with limited reviews.

V. FEE:

The fee to provide the anticipated services outlined above shall be the 'Lump Sum' figures of:

DESIGN PHASE SERVICES	\$10,400.00
<i>Based on Estimate of 80 Hours @ Rate of \$130.00 (Average Billing Rate)</i>	
CONSTRUCTION PHASE SERVICES	\$ 2,600.00
<i>Based on Estimate of 20 Hours @ Rate of \$130.00 (Average Billing Rate)</i>	
REIMBURSABLE BUDGET	\$ 250.00
TOTAL	\$13,250.00

VI. REIMBURSABLE:

Reimbursable expenses are defined as follows and shall be invoiced at direct cost unless specifically stated otherwise in the rules governing the Prime Agreement with Travis County.

1. Reproductions, renderings and plotting of drawings, specifications and other documents.
2. Expedited shipping, mailing, courier expenses
3. Review and Permitting Fees

VII. EXCLUSIONS:

Services that are not provided for in this Agreement specifically include, but are not limited to:

1. Any testing associated with the existing and new mechanical, electrical and plumbing systems.
2. Heat Load/ Energy analysis of the Building.
3. Increase in square-footage of the building/boiler room.
4. Water pumping system for the building and/or repairs to the existing pumping infrastructure.
5. Verification of any piping outside the Boiler Room.
6. Electrical Panel upgrade. (The new equipment should be able to use the existing circuits – We will verify that.)
7. Structural Design Services.
8. Architectural Design including flashing details.

9. As-Built Drawings.
10. Value Engineering Services.
11. Commissioning Services.
12. Energy Modeling.
13. Environmental Review, Recommendations and/or Design.
14. Structural, Recommendations Design and/or Structural loading capacity verifications.
15. Fire Sprinkler and Fire Alarm System Design are outside the scope of this proposal. Encotech will provide performance specifications only.
16. Design of Sand Traps, Septic Systems, Lift Stations, UPS systems, Generator Systems, Computer Network Systems, Security and CCTV Systems shall be considered as additional services. Encotech will coordinate power to such systems if load information is provided in advance by Owner/Client.
17. Civil Engineer shall design all site utilities. Encotech's plumbing scope shall be limited to the building interior only.
18. Testing and Inspections; a qualified testing and inspection firm shall conduct all inspections.
19. Site Visits and CA services shall be limited as indicated in the proposal, Section IV: Limited Construction Phase Services.
20. Permitting.
21. Other services or expenses which may become necessary for the completion of this project which are not reasonably anticipatable at this time.

VIII. ADDITIONAL SERVICES:

It is recognized that certain elements within the scope of engineering work cannot be accurately predetermined or controlled entirely by Encotech. Therefore, such engineering work will be performed as Additional Services.

Encotech will perform Additional Services only with prior written approval/agreement from Travis County. Such work may include but not limited to:

1. Meetings/Site Visits in addition to those indicated in the proposal shall be performed on an hourly basis as Additional Services.
2. Services due to redesign and/or revisions after the issuance of the Final Construction Set of documents will be considered Additional Services and shall be conducted on an hourly basis.
3. Changes and/or increase in Project Scope or Scope of Engineering Services resulting from project assumptions as defined in the proposal which prove to be incorrect shall be performed as Additional Services.
4. Roofing and/or Structural Consultant.

HOURLY RATES

All Additional Services shall be conducted on an hourly rate basis as outlined below:

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Principal.....	\$ 188.00
Project Engineer III /Project Manager III.....	\$ 159.00
Project Engineer II /Project Manager II.....	\$ 142.00
Project Engineer I.....	\$ 135.00
Project Manager I.....	\$ 125.00
Graduate Engineer II.....	\$ 101.00
Graduate Engineer I.....	\$ 95.00
CAD Technician II.....	\$ 87.00
CAD Technician I.....	\$ 75.00
Administrative.....	\$ 57.00

IX. OWNER PROVIDED SERVICES:

1. Electronic backgrounds shall be provided to Encotech in Autocad 2008/2009 (DWG) format or DXF format. Backgrounds should be drawn in actual size and should not be scaled up or down. Backgrounds should include Architects Title Block and its required fonts, SHX format and all required logos.
2. Mechanical and Electrical requirements of all building equipment, such as wattage, GPM, amps, voltage and BTU's for Owner provided equipment and for equipment not researched by Encotech.
3. Owner shall be responsible for final printing and distribution of Plans.

X. INSURANCE REQUIREMENTS:

During the life of this Agreement, Encotech agrees to provide and maintain all requirements stated in Exhibit 5 of the Prime Agreement with Travis County.

XI. TERMS AND CONDITIONS:

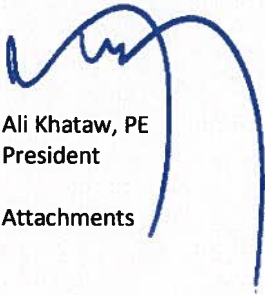
The Travis County Prime Agreement Terms and Conditions shall prevail.

XII. RESPONSIBILITY OF OTHERS:

In accordance with accepted professional practice it is the responsibility of Owner to provide the design team with complete and accurate information concerning known existing physical and legal conditions of the site/building that are beyond the scope of the professional engineering services described in this document. Certain unusual or unforeseeable conditions may materially alter the scope of the project in a manner not provided for in this contract.

Please call us if you have any questions. Thank You for giving us the opportunity to render our services to Travis County.

Sincerely,



Ali Khataw, PE
President

Attachments

Agreed To:

(Please Print Name, Title & Sign)

Date: _____

ENCOTECH

ENGINEERING CONSULTANTS

January 11, 2012

Mr. Lee Perry
Purchasing Agent Asst. IV
Travis County Purchasing Office
700 Lavaca, Suite 800
Austin, Texas 78701

P: (512) 854-9724
F: (512) 854-9185
E: Lee.Perry@co.travis.tx.us

Re: **TRAVIS COUNTY CORRECTIONAL COMPLEX (TCCC) BUILDING 106 HYDRONIC BOILER REPLACEMENT**
Professional Mechanical, Electrical & Plumbing (MEP) Engineering Services
Contract No. _____

Mr. Perry,

Thank you for this opportunity to offer our proposal for services on this Travis County improvement project. Encotech Engineering Consultants is providing this proposal for the TCCC Building 106 Hydronic Boiler replacement.

Based on the Scope provided by Travis County, Encotech understands that the existing hydronic boiler in Building 106 has a number of leaks and is fuel inefficient. Travis County wishes to replace this boiler with a more energy efficient and reliable type. Travis County will accept either one or two boilers to replace the existing boiler, but prefers to have two units, if permitted within the available construction funding.

I. SCOPE:

The scope of this project is to provide MEP Engineering Services to upgrade the Hydronic Boiler in Building 106:

1. Attend Kick-Off Meeting to gather project data, verify project scope and get equipment preferences.
2. Provide sizing of boilers of manufacturer preferred for standardization by TCSO to replace the existing boiler.
 - a. Design shall be based on Lochinvar Sync Condensing boiler with Smart Touch technology.
3. Provide sizing and design piping, boiler circulating pumps, venting and electrical accessories as needed.
4. Provide Mechanical plans showing location of new equipment and routing of all new piping and venting.
 - a. Provide Piping and venting details.
 - b. Mechanical Specifications.
5. Provide Electrical plans and schematics indicating electrical connections.
 - a. Provide electrical distribution upgrade as necessary to allow for new boilers and N+1 redundancy.
 - b. Electrical Specifications.
6. 100% Design Development, 50% Construction Documents and 95% Construction Documents full-sized submissions.
 - a. Attend Design Review meetings (3 Meetings).

7. Provide two (2) full size sets of MEP 100% Construction Documents bearing an original signed, dated Engineering seal and ready for bids.
8. Provide one (1) electronic copy of all linework changing or adding to TCSO provided AutoCAD backgrounds.
9. Provide Opinion of Probable Cost at 100% Design Development, 50% Construction Documents and 95% Construction Documents Design Submissions.

BASIC SERVICES:

Encotech shall provide the following Basic Services:

1. Coordinating with the Owner to determine project requirements.
2. Perform necessary engineering design and produce HVAC, Electrical and Plumbing design construction documents.
3. Electrical Design shall include:
 - a. Circuit design for boiler and associated recirculation pumps.
 - b. Load analysis, distribution panels and wire sizing.
 - c. Electrical details as necessary.
4. Mechanical Design shall include:
 - a. Design of combustion air supply and flue exhaust.
 - b. Design of water piping and pumps.
 - c. Sizing of boilers – TCSO has directed design team to match existing boiler output capacity.
 - d. HVAC details as necessary.
5. Plumbing Design shall include:
 - a. Gas piping load analysis, sizing, layout and riser diagrams.
 - b. Condensate piping design.
 - c. Performance specifications for Fire Protection Services.
 - d. Plumbing details as necessary.

II. ASSUMPTIONS AND CONDITIONS:

The scope of services presented herein and associated estimated budgets are based upon Encotech's understanding of the proposed development. Changes in the project that affect the underlying contract assumptions may impact the required professional service fee.

Accordingly, Encotech wishes to inform the Client and/or Owner that this proposal is based on the following assumptions and conditions:

1. TCSO will provide AutoCAD backgrounds. Encotech will be required to provide as-built drawings of all internal equipment (related to the Boiler only).
2. The new boiler(s) will operate on factory controls only, with Modbus installed for future connection to a control system. The other existing boiler will remain, to be energized manually as needed for backup or maintenance.
3. Encotech will provide the Project Manager a Performance Schedule at the beginning of each phase.
4. Encotech will use all applicable codes in performing the Basic Services.
5. Travis County shall be responsible for detection and abatement of all hazardous Materials including asbestos and lead paint.
6. Bid Phase will commence within one (1) month after submission of completed drawings.
7. Construction Phase time frame has been estimated as four (4) weeks from the Pre-Construction meeting. If the project extends beyond four (4) weeks then Additional Construction Phase Services fees shall be authorized for Encotech to attend the weekly meetings.
8. Travis County shall be responsible for all front end specifications. Encotech shall be responsible for HVAC, Plumbing and Electrical Specifications

9. The number of new boiler units shall be dependent on availability of space and layout restrictions and overall available funding.
10. We are assuming that no roofing work is required at this stage. In case we cannot utilize the existing flue penetrations in the roof then we may need to add a roofing and/or structural consultant to our Team. The Roofing and Structural work shall be conducted as Additional Services and are presently excluded from our scope of work.
11. Fee shall be revised if the scope of work is increased.

III. PERMITTING:

This proposal assumes that all permitting services will be provided by other consultants.

IV. LIMITED CONSTRUCTION PHASE SERVICES:

1. Attend Pre-Bid Meeting.
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3. Review shop drawings and submittals as requested by the Owner.
4. Respond to RFI's.
5. Two construction site visits and provide written reports to the Client as requested. Reports shall list items observed which are not in compliance with the Contract Documents. Site visits will not be continuous and/or exhaustive. Site visits are not intended to be for generating contractor completion lists, but are for review of completed work to notify the Client against non-compliant work to the degree possible with limited reviews.

V. FEE:

The fee to provide the anticipated services outlined above shall be the 'Lump Sum' figures of:

DESIGN PHASE SERVICES	\$9,750.00
<i>Based on Estimate of 75 Hours @ Rate of \$130.00 (Average Billing Rate)</i>	
CONSTRUCTION PHASE SERVICES	\$2,600.00
<i>Based on Estimate of 20 Hours @ Rate of \$130.00 (Average Billing Rate)</i>	
REIMBURSABLE BUDGET	\$ 250.00
TOTAL	\$12,600.00

VI. REIMBURSABLE:

Reimbursable expenses are defined as follows and shall be invoiced at direct cost unless specifically stated otherwise in the rules governing the Prime Agreement with Travis County.

1. Reproductions, renderings and plotting of drawings, specifications and other documents.
2. Expedited shipping, mailing, courier expenses
3. Review and Permitting Fees

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Services that are not provided for in this Agreement specifically include, but are not limited to:

1. Any testing associated with the existing and new mechanical, electrical and plumbing systems.
2. Heat Load/ Energy analysis of the Building.
3. Increase in square-footage of the building/boiler room.
4. Water pumping system for the building and/or repairs to the existing pumping infrastructure.
5. Verification of any piping outside the Boiler Room.
6. Electrical Panel upgrade. (The new equipment should be able to use the existing circuits – We will verify that.
7. Structural Design Services.
8. Architectural Design including flashing details.
9. As-Built Drawings.
10. Value Engineering Services.
11. Commissioning Services.
12. Energy Modeling.
13. Environmental Review, Recommendations and/or Design.

14. Structural, Recommendations Design and/or Structural loading capacity verifications.
15. Fire Sprinkler and Fire Alarm System Design are outside the scope of this proposal. Encotech will provide performance specifications only.
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17. Civil Engineer shall design all site utilities. Encotech's plumbing scope shall be limited to the building interior only.
18. Testing and Inspections; a qualified testing and inspection firm shall conduct all inspections.
19. Site Visits and CA services shall be limited as indicated in the proposal, Section IV: Limited Construction Phase Services.
20. Permitting.
21. Other services or expenses which may become necessary for the completion of this project which are not reasonably anticipatable at this time.

VIII. ADDITIONAL SERVICES:

It is recognized that certain elements within the scope of engineering work cannot be accurately predetermined or controlled entirely by Encotech. Therefore, such engineering work will be performed as Additional Services.

Encotech will perform Additional Services only with prior written approval/agreement from Travis County. Such work may include but not limited to:

1. Meetings/Site Visits in addition to those indicated in the proposal.
2. Services due to redesign and/or revisions after the issuance of the Final Construction Set of documents.
3. Changes and/or increase in Project Scope or Scope of Engineering Services resulting from project assumptions as defined in the proposal which prove to be incorrect.
4. Roofing and/or Structural Consultant services.

HOURLY RATES

All Additional Services shall be conducted on an hourly rate basis as outlined below:

<u>Classification of Employee</u>	<u>Hourly Rate</u>
Principal.....	\$ 188.00
Project Engineer III /Project Manager III.....	\$ 159.00
Project Engineer II /Project Manager II.....	\$ 142.00
Project Engineer I.....	\$ 135.00
Project Manager I.....	\$ 125.00
Graduate Engineer II.....	\$ 101.00
Graduate Engineer I.....	\$ 95.00
CAD Technician II.....	\$ 87.00
CAD Technician I.....	\$ 75.00
Administrative.....	\$ 57.00

IX. OWNER PROVIDED SERVICES:

1. Electronic backgrounds shall be provided to Encotech in AutoCAD 2008/2009 (DWG) format or DXF format. Backgrounds should be drawn in actual size and should not be scaled up or down. Backgrounds should include Architects Title Block and its required fonts, SHX format and all required logos.
2. Mechanical and Electrical requirements of all building equipment, such as wattage, GPM, amps, voltage and BTU's for Owner provided equipment and for equipment not researched by Encotech.
3. Owner shall be responsible for final printing and distribution of Plans.

X. INSURANCE REQUIREMENTS:

During the life of this Agreement, Encotech agrees to provide and maintain all requirements stated in Exhibit 5 of the Prime Agreement with Travis County.

XI. TERMS AND CONDITIONS:

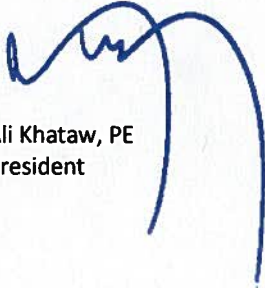
The Travis County Prime Agreement Terms and Conditions shall prevail.

XII. RESPONSIBILITY OF OTHERS:

In accordance with accepted professional practice it is the responsibility of Owner to provide the design team with complete and accurate information concerning known existing physical and legal conditions of the site/building that are beyond the scope of the professional engineering services described in this document. Certain unusual or unforeseeable conditions may materially alter the scope of the project in a manner not provided for in this contract.

Please call us if you have any questions. Thank You for giving us the opportunity to render our services to Travis County.

Sincerely,



Ali Khataw, PE
President

Agreed To:

~~_____~~
(Please Print Name, Title & Sign)

Date: _____