



Travis County Commissioners Court Agenda Request

Meeting Date: December 16, 2014, 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, C.P.M., CPPO

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve Modification No. 1 to Contract No. 4400000183, CP&Y, Inc., for Northeast Metro Park South Entrance Design.

- **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 Northeast Metro Park Entrance Design Project is design services for the entrance into the park. It includes design services for the road, bridge and additional parking areas..
- Change Order number one (1) is necessary for additional construction support services, alternative designs and additional environmental impact controls.
- This change order is in the amount of \$70,794.59, and increases the contract amount from \$236,708.40 to \$307,502.99. The total amount increased of the change order is over the threshold amount for increases and therefore requires court approval.
- **Contract Expenditures:** Within the last 12 months \$236,185.78 has been spent against this contract/requirement.
- **Contract-Related Information:**
 - Award Amount: \$236,708.40
 - Contract Type: Professional Services
 - Contract Period: Through Completion
- **Contract Modification Information:**
 - Modification Amount: \$70,794.59

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

Modification Type: Construction
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:**

- Funds Reservation in SAP: 300001333
- Funding Center(s): 14902200000
- Comments:

TRANSPORTATION AND NATURAL RESOURCES

STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE



LEE
10-20-14
MB

700 Lavaca Street-5th Floor
Travis County Administration Building
PO Box 1748
Austin, Texas 78767
Phone: (512) 854-9383
Fax: (512) 854-4697

MEMORANDUM

October 10, 2014

TO: Marvin Brice, CPPB, Assistant Purchasing Agent

FROM: Morgan Cotten, P.E., Public Works Director

THROUGH: Steven M. Manilla, P.E., County Executive

SUBJECT: Northeast Metro Park
South Entrance Road and Improvement Project
Modification #1, Professional Services Agreement (PSA)

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2014 OCT 17 PM 3:56

Request

Please accept this memo as a request to modify the PSA with CP&Y for design and construction support related services for the Northeast Metro South Entrance Road & Facilities Improvement Project (NE Metro Road). This contract modification will increase the contract amount by \$70,794.59 from \$236,708.40 to \$307,502.99. A copy of the Proposed Scope of Services and Additional Fee is attached. Please contact Chiddi N’Jie at (512) 854-7585 if you need additional information.

Summary and Staff Recommendations

The NE Metro Park is a 200-acre urban park in the north eastern sector of the county in Precinct Two with recreational opportunities that include the following amenities: soccer fields, tennis and basketball courts, BMX track site, skating site, shelters, restrooms, concession building, band structure, sidewalks, hike and bike trails, equestrian arena and trail, landscaping, playgrounds, parking lots and lighting, roads, electrical building site, and other supporting infrastructure elements.

This modification is for the construction support services and additional design work needed to generate multiple new alternative designs of proposed improvements for the road, bridge, parking lot additions, and additional environmental impact controls. A copy of the detail is provided in the attached Scope of Services Proposal along with the Fee Proposal.

Staff recommends approval of this request.

Budgetary and Fiscal Impact

The Northeast Metro Park is a 2011 Travis County Bond funded project. This contract modification will increase the contract amount by \$70,794.59 from \$236,708.40 to \$307,502.99. The funds are reserved in the following financial document.

Funds Reservation Number 300001333	
Fund	4082
Fund Center	1490220000
G/L Account	522030
IO/WBS	PKCN.149.000001
Amount	\$70,794.59

Required Authorizations

TNR Financial: Cynthia McDonald
Purchasing: Cyd Grimes
County Auditor: Sabrina Bullard

Attachments:

1. Project Location Map
2. Northeast Metro Master Plan
3. Additional Scope of Services and Fee Proposal

CC: Cyd Grimes, C.P.M., Purchasing Agent
Lee Perry, Construction Procurement Specialist
Cynthia McDonald, Financial
Donna Williams-Jones, Financial
Isabelle Lopez, Financial
Tawana Gardner, Financial
Charles Bergh, TNR Parks
Robert Armistead, TNR Parks
Tim Speyrer, TNR Parks
Steve Sun, P.E., CIP
Chiddi N'Jie, P.E., CIP

MODIFICATION OF CONTRACT NUMBER: 4400000183, NEMP SOUTH ENTRANCE DESIGN

ISSUED BY: PURCHASING OFFICE 700 LAVACA ST., SUITE 800 AUSTIN, TX 78701	PURCHASING AGENT ASST: J. LEE PERRY TEL. NO: (512) 854-9700 FAX NO: (512) 854-9185	DATE PREPARED: November 5, 2014
ISSUED TO: CP&Y, Inc. 10415 Morado Circle, Building I, Suite 200 Austin, TX 78759	MODIFICATION NO.: 1	EXECUTED DATE OF ORIGINAL CONTRACT: November 15, 2011

ORIGINAL CONTRACT TERM DATES: 11/15/11 - project completion CURRENT CONTRACT TERM DATES: 11/15/11 - project completion

FOR TRAVIS COUNTY INTERNAL USE ONLY:

Original Contract Amount: \$236,708.40 Current Modified Amount \$307,502.99.

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

A. The additional services for Work Products 2, 3, 4 and 5 Services, are outlined in the attached scope of work (Attachment 1), attached hereto and made a part hereof, are hereby added to the contract. As a result of the additional services, Work Product 2, 3, 4 and 5 are adjusted as follows:

1. Reference EXHIBIT 1:

- a. Paragraph 1.1: The Basic Services sum is changed from \$236,114.00 to \$306,908.59, an increase of \$70,794.59.
- b. Paragraph 1.1.1: Work Product 2 (60% Plans) is changed from \$83,681.00 to \$115,400.59, an increase of \$31,719.59.
- c. Paragraph 1.1.1: Work Product 3 (90% Plans) is changed from \$51,271.00 to \$71,433.00, an increase of \$20,162.00.
- d. Paragraph 1.1.1: Work Product 4 (100% Plans) is changed from \$5,854.00 to \$7,288.00, an increase of \$1,434.00.
- e. Paragraph 1.1.1: Work Product 5 (Bid and Construction) is added to the contract in the amount of \$14,119.00.
- f. Paragraph 1.1.1: Project Management is changed from \$4,629.00.00 to \$7,989.00, an increase of \$3,360.00.

2. Reference EXHIBIT 1, SECTION 5 - TOTAL AGREEMENT SUM. The Total Agreement Sum is changed from an NTE amount of \$236,708.40 (\$236,114.00 Basic Services, and NTE amount of \$594.40 Reimbursable Expenses) to an NTE amount of \$307,502.99 (\$306,908.59 Basic Services, and NTE amount of \$594.40 Reimbursable Expenses) an increase of \$70,794.59.

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:

- [X] 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>CP&Y, Inc.</u>	<input type="checkbox"/> DBA
BY: <u>[Signature]</u> SIGNATURE	<input checked="" type="checkbox"/> CORPORATION
BY: <u>James J. Roohms</u> PRINT NAME	<input type="checkbox"/> OTHER
TITLE: <u>Chief Operating Officer</u> ITS DULY AUTHORIZED AGENT	DATE: <u>11/6/2014</u>
TRAVIS COUNTY, TEXAS	DATE:
BY: <u>[Signature]</u> CYD V. GRIMES, C.P.M., CPPO, TRAVIS COUNTY PURCHASING AGENT	
TRAVIS COUNTY, TEXAS	DATE:
BY: <u>SAMUEL T. BISCOE, TRAVIS COUNTY JUDGE</u>	

SCOPE OF WORK

PSA Modification No. 1 for Additional Services
Northeast Metro Park South Entrance Road
Wells Branch Parkway to Northeast Metro Park
Travis County, Texas, Precinct 2

SERVICES TO BE PERFORMED BY THE CONSULTANT

Wells Branch Parkway will be extended as part of a separate project to the south of Northeast Metro Park. Travis County desires a connecting road from Wells Branch Parkway directly into NE Metro Park, which hereby will be called the "South Entrance Road". This connecting road to the park project is being developed in conjunction with the Northeast Metro Phase III project through the County's Capital Improvements Projects and is located in Travis County Precinct 2.

The scope of this South Entrance Road project is for complete PS&E for the construction of a 2-lane urban roadway from Wells Branch Parkway at the south end to the northeast corner of the park (north of the soccer fields). The alignment will follow the existing Killingsworth Lane corridor before turning east into the park. The anticipated engineering services will be for the design of the 2-lane collector. The South Entrance Road will intersect the existing park crossroad and parking area south of the soccer fields and near the tennis court. That cross road continues on to the skate park and amenity center to the south. The South Entrance Road will include a crossing of Gilleland Creek and a roundabout at the intersection with the park cross road described above.

Grading along the existing 50' right-of-way on Killingsworth Lane will remain with the existing right-of-way limits to the west but will extend into the Northeast Metro Park parcel to the east a distance of up to 15 feet to accommodate the widened 2-lane park road. Additional slope, drainage, and temporary construction easements and easements for detention and water quality ponds will need to be identified for acquisition by the County. Design speed will be 30 mph using low speed urban criteria. Drainage will be accommodated with open curb slots except where inlets are required for specific topography.

Under the original work authorization for this contract, the configuration for the South Entrance Road generally followed the City of Austin's Figure 1-34B in their Transportation Manual. The typical section consisted of two 11-foot lanes, 5-foot bicycle lanes and 2-foot curb and gutter on each side, and a 6-foot sidewalk on the east (park) side. It was also assumed under the original work authorization that the bridge crossing of Gilleland Creek would consist of a structure whose parameters could be accommodated with TxDOT standard design details. The PS&E design was produced to an approximate 50% stage with this original roadway configuration.

The Additional Services of this PSA modification consist of the following:

- Reconfiguration of the South Entrance Road to consist of two 11-foot travel lanes, 2-foot curb and gutter on each side, and a 10-foot sidewalk on the east side, separated from the road. The associated typical sections, plan and profile, drainage, erosion control and cross section sheets will be revised to reflect the new roadway configuration.
- Design of three parking areas adjacent to or near the South Entrance Road alignment. The configuration of each of these parking areas will be coordinated with the TNR project manager and the Parks Department.
- Tree protection plans that designate the type and location of tree protection fences for those trees that are to remain following construction of the South Entrance Road.
- Design and preparation of custom detail sheets for the Gilleland Creek bridge abutments, interior bents, spans, and other miscellaneous details not covered by TxDOT standard drawings. The length, width and curvature properties of the proposed structure over Gilleland Creek have made it impractical and uneconomical to strictly use TxDOT standard details or to make use of a prefabricated structure.
- Bid and construction phase services.

1 GENERAL SCOPE OF SERVICES

Provide professional services to produce final PS&E Documents for the 2-lane urban South Entrance Road from Wells Branch Parkway to Northeast Metro Park. The PS&E sheets produced for the South Entrance Road will be included with the master plan set developed for the Wells Branch Parkway Extension project.

Construction of the South Entrance Road within the park boundaries is expected to be concurrent with the construction of the Wells Branch Parkway Extension project. The section of the South Entrance Road along the existing Killingsworth Lane corridor shall use phased construction to maintain traffic flow; this construction shall not occur until the Wells Branch Parkway Extension is open to traffic.

Design services related to the design and plan production for this project will be performed in accordance with the latest available TxDOT manuals from the design collection located on the TxDOT website. The roadway will be designed based on (4R) design criteria. The development of the project will be consistent with TxDOT design procedures and practices. This project will be developed utilizing Microstation V8 and Geopak 2004.

2 SPECIFIC PROJECT INFORMATION, LOCATION AND LIMITS

This project consists of the construction of the South Entrance Road from Wells Branch Parkway to the Northeast Metro Park for a length of approximately 1.5 miles. Typical roadway cross section for the park road includes one 11' wide travel lanes for each direction, 2' wide concrete curb and gutter along outside edge of the bicycle lane, and 10' wide sidewalk to the east side of the road but not adjacent. Design speed is 30 mph, low speed urban criteria. Pavement structure shall be designed for a 20-year design life based on geotechnical analysis and pavement engineering. No proposed right-of-way, drainage, detention pond, water quality pond or temporary access/construction easements are expected to be needed for this project.

The CONSULTANT will be expected to provide five specific work products and/or support service, with each requiring a separate "Notice to Proceed" under the same contract. After the first work product and each additional work product thereafter, if authorized, the County may or may not exercise the option to supplement the contract to produce additional work products. Authorization to proceed to the next work product or phase must be in writing in the form of a "Notice to Proceed".

The required work products include Work Product 1, 30% complete design documents; Work Product 2, 60% complete design documents; Work Product 3, 90% complete design documents; Work Product 4, the 100% bid-ready set of construction documents; and Work Product 5, bid and construction phase services. Each Work Product shall be submitted for review and written "Notice to Proceed" must be issued by the County Purchasing Agent before proceeding to the next Work Product.

The review process shall consist of submitting an electronic set (PDF format) of the plans (11"x17") specifications and estimates of probable construction costs to TNR when the design is 30%, 60%, 90% and 100% completed. Each submittal shall include a cover letter from the consultant stating who from their design team performed a Quality Assurance/Quality Control Check. Allow three weeks for TNR to review and provide written comments and/or approval for each submittal. Submit two final check sets and allow three weeks for TNR to review and provide written comments and/or approval.

2.1 WORK PRODUCT 1 - 30% PLAN SUBMITTAL

No additional services to be provided.

2.2 WORK PRODUCT 2 - 60% PLAN SUBMITTAL

The 60% drawings will address all major design issues and set direction for completion of the construction documents. A public meeting may be required. Regional detention will be provided by others; therefore, no detention facilities or detention-related calculations will be provided by the engineer under this scope.

2.2.1 60% DESIGN PLANS

A. ENVIRONMENTAL STUDIES *(Provided by Cox | McLain)*

- a. Identify and evaluate the social, economic, and environmental consequences of the planned improvements. Scope of services is based on the assumption that no NEPA triggers will be encountered (federal funding or permitting) and that all investigations will be conducted based on existing literature and mapped data, aerial photography and field reconnaissance. The limits of this environmental investigation for the Northeast Metro Park Road will include only the section of existing Killingsworth Lane that will be rebuilt between Wells Branch Parkway and the boundary of Northeast Metro Park. All improvements within the boundary of Northeast Metro Park are covered by a previously prepared Environmental Assessment performed by others.
- b. Cultural Resources – Project archeologists will conduct background research at the Texas Archeological Research Laboratory (TARL) and summarize findings and recommendations.
- c. Update the Ecological Resources Technical Memorandum that was previously prepared for the Wells Branch Parkway Extension project with the above additional information. Agency coordination involved with this updated memorandum will be limited to a TPWD NDD search.
- d. The following services are not included in this scope of work and can be provided as additional services if authorized by Travis County. Scope of Work and Compensation for Additional Services will be agreed to prior to their performance:
 - Research, field investigations, or identification of permits for wetlands and other Waters of the U.S.
 - Preparation of a PCN, Individual Permit, or a mitigation plan.
 - Characterization of project area ecological resources including descriptions of vegetation, wildlife habitat resources, or tree surveys.
 - Archeological field surveys, testing or data recovery.
 - Traffic noise analysis or air quality analysis.
 - Geologic assessment (project is not located over the Edwards Aquifer Recharge Zone).
 - Hazardous materials database search or visual inspection within the proposed right-of-way.
 - Public Involvement.
 - Preparation of a County Environmental Assessment.

B. ROADWAY PLANS

- a. Revise proposed typical section sheets to reflect new roadway configuration.
- b. Revise plan and profile sheets to reflect new roadway configuration.
- c. Revise design cross sections to reflect new roadway configuration.

C. DRAINAGE PLANS

- a. Revise drainage area maps, run-off calculations and inlet locations to reflect new roadway configuration.

D. PARKING AREAS

- a. Provide plan details for "double row" parking between the Park Road and the soccer fields to the north, designated as Parking Area 1. This parking area shall be separated from the road with a connecting driveway at each end. Include details for the arrangement of the parking stalls and required drainage elements.
- b. Provide plan details for "single row" perpendicular parking directly off the Park Road travel lanes on the south side of the road and east of the roundabout, designated as Parking Area 2. These parking spaces will be adjacent to and outside of the vehicle travel lane with the curb and sidewalk flaring out to form the edge of the parking area. Include details for the arrangement of the parking stalls and required drainage elements.
- c. Provide plan details for a new parking lot in the northeast corner of Northeast Metro Park, immediately to the south of the existing parking lot in that vicinity. Designate this new parking lot as Parking Area 3. Include details for the arrangement of the parking stalls and required drainage elements. Also designate an area immediately to the east of the existing parking lot as a future parking area (Parking Area 4) with an outline. Details will not be included for this future parking area.

E. TREE PROTECTION PLANS

- a. Produce layout sheets depicting the existing trees that will be removed and the trees that will remain. For trees to remain, include the type and location of tree protection fences based on City of Austin standard details. A list of all trees surveyed for the project will be included on these sheets.

F. BRIDGE DESIGN AND DETAILS

- a. Update preliminary bridge layout sheets based on the new roadway configuration to reflect pertinent design characteristics including overall bridge length and width, beam type, abutment/bent arrangement, span arrangement, vertical profile, and hydraulic information.
- b. Prepare custom slab detail sheets including plan view and section view.
- c. Design and prepare custom detail sheets for spans

2.3 WORK PRODUCT 3 - 90% PLAN SUBMITTAL

The 90% complete drawings will be virtually "ready to bid" with minor revisions, no outstanding design issues, all work coordinated and illustrated on the drawing.

2.3.1 90% DESIGN PLANS

A. PARKING AREAS

- a. Finalize details for the three parking areas to be added to the project.

B. TREE PROTECTION PLANS

- a. Finalize the tree protection layout sheets.

C. BRIDGE DESIGN AND DETAILS

- a. Design and prepare custom detail sheets for abutments, bents, and miscellaneous details. Prepare IGND sheet depicting concrete I-girder information. Generate foundation loads for custom bridge and complete foundation design. Generation of shop drawings, form work drawings and false work drawings are not included in this scope of work.

2.4 WORK PRODUCT 4 - 100% PLAN SUBMITTAL

2.4.1 100% DESIGN PLANS

A. PLAN SHEETS

- a. Address all remaining comments.
- b. Issue final set of plan sheets in electronic format for plotting at the County print shop.

2.5 WORK PRODUCT 5 – BID PHASE AND CONSTRUCTION SUPPORT SERVICES

2.5.1 BID PHASE AND CONSTRUCTION SUPPORT SERVICES

- A. Provide bidding support services including assistance with responding to bidder questions
- B. Prepare bid phase addenda
- C. Respond to requests for information (RFI)
- D. Review shop drawings
- E. Assist in the preparation of change orders
- F. Review and recommend response to all claims
- G. Roadway engineer attend up to two (2) field visits at the request of the County and issue a field report
- H. Attend up to two (2) progress meetings at the request of the County

2.6 MANAGEMENT TASKS

2.6.1 PROJECT MANAGEMENT

- A. Create and submit monthly invoices suitable for payment by the County.
- B. Prepare monthly progress reports for submission with the monthly invoices to provide a written account of the progress made to date on the project.

3 DELIVERABLES

- 3.1 Completed specific work product/plan stage documents for review.
- 3.2 PS&E.
- 3.3 Geotechnical Report.
- 3.4 Engineer's Opinion of Construction costs, Project Schedule, & CPM, updated and submitted with each submittal, including at monthly invoicing.
- 3.5 Engineering and Drainage Study Report.
- 3.6 Design calculations.
- 3.7 Electronic copy of above deliverables, where applicable (all drawings and e-files must be in MicroStation format, as appropriate. A set of construction plans with engineer's PE seal and signature shall be provided in PDF format for bidding. Text documents must be in Microsoft Word or Excel format as applicable. Schedules and CPMs must be in Microsoft Project Gantt chart format with tracking).

ADDITIONAL SERVICES

The following services are not included in this scope of work and can be provided as additional services if authorized by Travis County. Scope of Work and Compensation for Additional Services will be agreed to prior to their performance:

- Right-of-way strip maps or parcel drawings
- Detention design or related calculations
- Water quality ponds
- FEMA Conditional Letter of Map Revision (CLOMR)
- Landscape sheets
- Utility relocations
- Hazardous site assessments