

Resolution No. 13-018

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MARLIN TEXAS TO APPROVE TASK ORDER No. MAR.040, ACCEPTANCE OF KSA CONTRACT FOR ENGINEERING DESIGN OF THE CITY OF MARLIN AUTOMATED METER READER (AMR) AND WATER METER REPLACEMENT PROJECT FUNDED BY THE 2012 TWDB DWSRF.

WHEREAS, as part of the project, KSA has completed the Water Meter Study and made results available to the City; and

WHEREAS, as the next step in the project, it is recommended by city staff that the project proceed with the installation and construction of the New Automated Meter Reading System that includes new water meters and new billing system for the City.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Marlin Texas to approve KSA Engineers Task Order No. MAR.040, acceptance of KSA Contract for engineering design of the City of Marlin Automated Meter Reader and Water Meter Replacement Project to be funded with the 2012 TWDB DWSRF Funds as approved by TWDB.

Passed and Approved on this the 12th day of March, 2013.



Elizabeth Nelson
Elizabeth Nelson, Mayor

Sandra Herring
Sandra Herring, City Secretary

TASK ORDER FORM

This is Task Order No. MAR.040,
consisting of 6 pages,
dated June 15, 2013.

KSA Project Number: MAR.040

Owner Project (or Purchase Order) Number:

Project Name: DWSRF AMR Water Meter Replacement

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated September 8, 2009 ("Agreement"), Owner and Engineer agree as follows:

1. Specific Project Data

A. Owner: City of Marlin

B. Title: DWSRF AMR Water Meter Replacement

C. Description: Engineer shall develop Plans and Specifications to allow the installation and construction of new Automated Meter Reading (AMR) system including new meters for the City of Marlin's water distribution system. Specifications shall also include provisions for replacing the water billing software under the same contract for water meter replacement. Funding is through a TWDB DWSRF loan previously secured by City. The TWDB will not allow selection of the system based on Competitive Sealed Proposal process. The ENGINEER shall provide bidding documents to provide for Fixed Based Unit system as the base bid with specifications based on one (1) supplier and also provide a bid alternate for drive-by system with specifications based on one (1) supplier. The bid documents will provide a means for manufacturers to submit their qualifications to the Engineer and Owner for consideration in pre-qualifying other vendors prior to the bid date. A separate Request for Qualifications process will not be conducted. One bid document shall be prepared for the project.

D. Number of Construction Contracts: 1

2. Services of Engineer

A. Provide the services in Exhibit A – Schedule of Engineer's Services as outlined below:

a. *Study and Report Phase:*
NOT INCLUDED.

b. *Preliminary Design Phase:*
Engineer shall provide the services outlined in Paragraph A1.02 of the Agreement.

c. *Final Design Phase:*
Engineer shall provide the services outlined in Paragraph A1.03 of the Agreement.

d. *Bidding or Negotiating Phase:*
Engineer shall provide the services outlined in Paragraph A1.04 of the Agreement.

- e. *Construction Phase:*
Engineer shall provide the services outlined in Paragraph A1.05 of the Agreement.

- f. *Commissioning Phase (or Operational Phase):*
Engineer shall provide the services outlined in Paragraph A1.06 of the General Services Agreement. In addition, Engineer shall coordinate monthly to the city during the one-year warranty period to ensure system is operating as intended and coordinate with contractor concerning any issue.

B. Additional Services of ENGINEER: As noted below, the ENGINEER is hereby authorized to perform the following additional services as outlined in Exhibit A – Paragraphs 2.01 and 2.02:

| Included | Excluded | | |
|-------------------------------------|-------------------------------------|----|-----------------------------------------------------------|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | a. | Design Survey |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | b. | Grant or Loan Application |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | c. | Storm Water Pollution Prevention Plan |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | d. | Environmental Assessment |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | e. | Environmental Information Document |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | f. | Resident Project Representative Services |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | g. | Construction Survey (Baselines and Benchmarks) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | h. | Geotechnical Investigation |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | i. | Materials Testing |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | j. | Analytical Testing |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | k. | Reimbursable Expenses (Mileage, Printing, Postage & etc.) |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | l. | Easement or Boundary Surveys |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | m. | Easement or Boundary Descriptions |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | n. | Land Acquisition Services |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | o. | TxDOT Utility Installation Request Applications |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | p. | Operation and Maintenance Manual |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | q. | Other: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | r. | Other: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | s. | Other: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | t. | Other: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | u. | Other: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | v. | Other: |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | w. | Other: |

3. **Owner's Responsibilities**

Owner shall have those responsibilities set forth in Article 2 and in Exhibit B, except as modified by this Task Order.

4. **Times for Rendering Services**

See Attachment 1

5. **Payments to Engineer**

See Attachment 2

6. **Hourly Rates and Reimbursable Expenses Schedule**

Current agreements for engineering services stipulate that Hourly Rates and Reimbursable Expenses are subject to review and adjustment. Rates for reimbursable expenses effective on the date of this Agreement are:

| | |
|-------------------------------|---------------|
| Principal | \$170.00/hour |
| Electrical Engineer | \$150.00/hour |
| Environmental Planner | \$150.00/hour |
| Senior Project Manager | \$150.00/hour |
| Mechanical Engineer | \$140.00/hour |
| Senior Project Architect | \$140.00/hour |
| Project Manager | \$125.00/hour |
| Project Architect | \$115.00/hour |
| Senior Project Engineer | \$110.00/hour |
| Project Engineer | \$95.00/hour |
| Design Engineer | \$90.00/hour |
| Senior Design Technician | \$85.00/hour |
| Engineering Technician | \$90.00/hour |
| Design Technician | \$70.00/hour |
| Project Assistant | \$60.00/hour |
| CADD Technician | \$55.00/hour |
| Bridge Inspector | \$55.00/hour |
| Administrative Assistant | \$50.00/hour |
| Secretary | \$40.00/hour |
| Senior Project Representative | \$70.00/hour |
| Project Representative | \$65.00/hour |
| Four-Man Survey Crew | \$150.00/hour |
| Three-Man Survey Crew | \$120.00/hour |
| Two-Man Survey Crew | \$100.00/hour |
| Registered Surveyor | \$95.00/hour |
| Survey Technician | \$65.00/hour |
| Mileage | \$0.58/mile |
| Flat Bottom Boat | \$100.00/day |
| GPS Equipment | \$125.00/day |
| ATV (4-Wheeler) | \$100.00/day |

Per Diem (Survey Crew):

Meals

\$25.00/person/day

Lodging

\$60.00/day/2-man crew

Reimbursable Expenses (Air Travel, Copies, Printing)

Actual Cost

Outside Consultants

Cost + 15%

*Subject to adjustments on an annual basis.

7. Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is June 15, 2013

OWNER: City of Marlin

ENGINEER: KSA Engineers, Inc.

By: Elizabeth Nelson

By: Jonc H. Young

Name: The Honorable Elizabeth Nelson

Name: Jonc H. Young, P.E.

Title: Mayor

Title: President

Date Signed: June 15, 2013

Date Signed: 3/1/13

Engineer License or Firm's
Certificate No. F-1356

State of: Texas

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: William McDonald

Name: Brent P. Bassett, P.E.

Title: City Manager

Title: Project Manager

Address: PO Drawer 980

Address: 4833 Spicewood Springs Road

Marlin, TX 76661

Suite 204

Austin, TX 78759

E-Mail Address: w.mcdonald@marlintx.net

E-Mail Address: bbassett@ksaeng.com

Phone: 254-883-1450

Phone: 512-342-6868

Fax: 254-883-1456

Fax: 512-342-6877

City of Marlin
DWSRF AMR Water Meter Replacement
Attachment 1 - Times for Rendering Services

| Item | Day | Approximate Date | Task Days |
|-----------------------------------------------------------------------------|------------|-------------------------|------------------|
| TWDB Approval fo EFR | 0 | March 31, 2013 | 1 |
| Notice to Proceed by City to KSA | 1 | April 1, 2013 | 1 |
| Complete Survey | 1 | April 1, 2013 | 0 |
| Complete Preliminary Design | 55 | May 25, 2013 | 54 |
| Complete Final Design | 110 | July 19, 2013 | 55 |
| Submit Plans & Specs for Review by Owner / Review Agencies (TCEQ and TxDOT) | 111 | July 20, 2013 | 1 |
| Approval of Plans & Specs by OWNER | 132 | August 10, 2013 | 21 |
| Approval of Plans & Specs by TCEQ/TxDOT | 162 | September 9, 2013 | 30 |
| Advertise for Bids (minimum 2 notices) | 163 | September 10, 2013 | 1 |
| Pre-Bid Conference | 178 | September 25, 2013 | 15 |
| Open Bids | 193 | October 10, 2013 | 15 |
| Award Bid at Council Meeting | 223 | November 9, 2013 | 30 |
| Execute Construction Contract | 253 | December 9, 2013 | 30 |
| Pre-Construction Conference; Issue Notice to Proceed | 254 | December 10, 2013 | 1 |
| Start Construction | 264 | December 20, 2013 | 10 |
| Complete Construction with Final Acceptance and Record Drawings | 444 | June 18, 2014 | 180 |
| Initiate Operation | 445 | June 19, 2014 | 1 |
| Complete One-Year General Warrenty Inspection | 810 | June 19, 2015 | 365 |

Note: Should review times exceed those identified above, the project schedule will be extended accordingly.