

Resolution No. 13-017

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF MARLIN TEXAS TO APPROVE TASK ORDER No. MAR.024, ACCEPTANCE OF KSA CONTRACT FOR ENGINEERING SERVICES OF THE CITY OF MARLIN LIFT STATION IMPROVEMENT, CONSTRUCTION AND COST OF THE REHABILITATION PROJECT FUNDED BY THE 2012 TWDB CWSRF.

WHEREAS, as part of the project, KSA has completed the Wastewater Collection Lift Station Evaluation 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, construction and rehabilitation of 3 of the Lift Stations with major repairs and other lift stations needing minor work 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.024, acceptance of KSA Contract for engineering services related to the City of Marlin Lift Station Improvement Project funded by the 2012 TWDB CWSRF.

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



Elizabeth Nelson
Elizabeth Nelson, Mayor

Sandra Herring
Sandra Herring, City Secretary

4833 Spicewood Springs Road
Suite 204
Austin, TX 78759
512.342.6868



March 7, 2013

William McDonald, City Manager
City of Marlin
101 Fortune Street
Marlin, TX 76661

Via Email

RE: City of Marlin CWSRF Project
Wastewater Collection Lift Station Evaluation Study

Mr. McDonald,

KSA Engineers has completed the City of Marlin Wastewater Collection Lift Station Evaluation Study. The City of Marlin is served by seven (7) active lift stations throughout the City. The overall condition of the active lift stations range from good to poor. Three of the lift stations are undersized and need major renovations, while the other lift stations will need minor work items. The sites that need major renovations due to high influent flow are 1.) City Park, 2.) Vernel Street (Men's Prison), 3.) Hobby Unit (Women's Prison).

From the recommendations in the lift station report, an engineering design contract has been developed. A detailed opinion of total probable project cost can be seen in the City of Marlin Wastewater Collection Lift Station Evaluation Study provided. These costs include the design, construction, and cost of the rehabilitation. A general breakdown of the engineering fees can be seen in the attached design contract as well. Also, a detailed schedule is provided in the engineering contract with an anticipated construction time of six months for the lift stations renovation with an estimated start date of December 2013 and construction completion date of June 2014.

Please let us know if you have any questions regarding the contents of the contract. We look forward to continuing to work with the City on this most important issue.

Thank you

Sincerely,
KSA ENGINEERS, INC.

A handwritten signature in cursive script that reads "Brent P. Bassett".

Brent P. Bassett, P.E.
Project Manager

A handwritten signature in cursive script that reads "Stuart W. Cowell".

Stuart W. Cowell, EIT
Design Engineer

Enclosure: Task Order for City of Marlin Lift Station Improvement Project TWDB CWSRF
City of Marlin Wastewater Collection Lift Station Evaluation Study

c: MAR034\Corr

TASK ORDER FORM

This is Task Order No. MAR.024,
consisting of 5 pages,
dated _____.

KSA Project Number: MAR.024

Owner Project (or Purchase Order) Number:

Project Name: City of Marlin Lift Station Improvement Project TWDB CWSRF

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: City of Marlin Lift Station Improvement Project TWDB CWSRF

C. Description: Engineering services include lift station improvements to seven (7) lift stations including the City Park Lift Station, Rock Dam Road Lift Station, Park Street Lift Station, Vernell Street Lift Station, Hobby Unit Lift Station, McDonalds Lift Station, and the Wastewater Treatment Plant Lift Station as outlined in the Engineering Feasibility Report Recommendations Section (see Attachment 3). Funding for the lift station improvements is through the TWDB CWSRF program. This engineering design contract includes the provision of one set of plans and specifications for all improvements to the seven lift stations as outlined in the recommendation section with one construction contract for all the proposed work.

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.

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 checked="" type="checkbox"/>	<input type="checkbox"/>	a.	Design Survey
<input checked="" type="checkbox"/>	<input type="checkbox"/>	b.	Grant or Loan Application
<input checked="" type="checkbox"/>	<input type="checkbox"/>	c.	Storm Water Pollution Prevention Plan
<input checked="" type="checkbox"/>	<input type="checkbox"/>	d.	Environmental Assessment
<input checked="" type="checkbox"/>	<input type="checkbox"/>	e.	Environmental Information Document
<input checked="" type="checkbox"/>	<input type="checkbox"/>	f.	Resident Project Representative Services
<input checked="" type="checkbox"/>	<input type="checkbox"/>	g.	Construction Survey (Baselines and Benchmarks)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	h.	Geotechnical Investigation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	i.	Materials Testing
<input checked="" type="checkbox"/>	<input type="checkbox"/>	j.	Analytical Testing
<input checked="" type="checkbox"/>	<input type="checkbox"/>	k.	Reimbursable Expenses (Mileage, Printing, Postage & etc.)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	l.	Easement or Boundary Surveys
<input checked="" type="checkbox"/>	<input type="checkbox"/>	m.	Easement or Boundary Descriptions
<input checked="" type="checkbox"/>	<input type="checkbox"/>	n.	Land Acquisition Services
<input checked="" type="checkbox"/>	<input type="checkbox"/>	o.	TxDOT Utility Installation Request Applications
<input checked="" type="checkbox"/>	<input type="checkbox"/>	p.	Operation and Maintenance Manual
<input checked="" type="checkbox"/>	<input type="checkbox"/>	q.	Other:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	r.	Other:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	s.	Other:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	t.	Other:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	u.	Other:
<input checked="" type="checkbox"/>	<input type="checkbox"/>	v.	Other:
<input checked="" type="checkbox"/>	<input 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 3-12-13.

OWNER: City of Marlin

ENGINEER: KSA Engineers, Inc.

By: Elizabeth Nelson

By: Joncie H. Young

Name: The Honorable Elizabeth Nelson

Name: Joncie H. Young, P.E.

Title: Mayor

Title: President

Date Signed: 3/13/2013

Date Signed: 3/11/13

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
Marlin, TX 76661

Address: 4833 Spicewood Springs Road
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
Lift Station Rehabilitation (TWDB CWSRF Funding)
Attachment 1 - Times for Rendering Services

Item	Day	Approximate Date	Task Days
TWDB Approval of EFR	0	March 31, 2013	1
Notice to Proceed by City to KSA	1	April 1, 2013	1
Complete Survey	31	May 1, 2013	30
Complete Preliminary Design	61	May 31, 2013	30
Complete Final Design	121	July 30, 2013	60
Submit Plans & Specs for Review by Owner / Review Agency (TWDB/TCEQ)	122	July 31, 2013	1
Approval of Plans & Specs by OWNER	129	August 7, 2013	7
Approval of Plans & Specs by TWDB/TCEQ	159	September 6, 2013	30
Advertise for Bids (minimum 2 notices)	173	September 20, 2013	14
Pre-Bid Conference	187	October 4, 2013	14
Open Bids	194	October 11, 2013	7
Award Bid at Council Meeting	215	November 1, 2013	21
Execute Construction Contract	236	November 22, 2013	21
Pre-Construction Conference; Issue Notice to Proceed	237	November 23, 2013	1
Start Construction	247	December 3, 2013	10
Complete Construction	427	June 1, 2014	180

Notes:

1. CE for lift station rehab has been already approved by the TWDB.
2. Should review times exceed those identified above, the project schedule will be extended accordingly.

City of Marlin
Lift Station Rehabilitation (TWDB CWSRF Funding)
ATTACHMENT 2: PAYMENTS TO ENGINEER

Work Task	Study & Report Phase	Preliminary Design Phase	Final Design Phase	Bidding Phase	Construction Phase	Post-Construction Phase	Total
Basic Services	NA	\$27,100.00	\$27,100.00	\$7,700.00	\$15,500.00	\$8,000.00	\$85,400.00
Design Survey		\$20,000.00					\$20,000.00
Geotechnical Investigation		NA					NA
Construction Staking					NA		NA
SWPPP			NA				NA
Subtotal Lump Sum Phases	NA	\$47,100.00	\$27,100.00	\$7,700.00	\$15,500.00	\$8,000.00	\$105,400.00
<i>The following tasks shall be paid on time and expense (T&E¹) basis; budget estimates listed:</i>							
Reimbursables		\$500.00	\$500.00	\$2,000.00	\$2,000.00		\$5,000.00
Easement Preparation	NA						NA
Construction Material Testing					\$4,000.00		\$4,000.00
Project Representative					\$66,820.00		\$66,820.00
Subtotal Estimated T&E Phases	\$0.00	\$500.00	\$500.00	\$2,000.00	\$72,820.00	\$0.00	\$75,820.00
Total Lump Sum + T&E Phases	\$0.00	\$47,600.00	\$27,600.00	\$9,700.00	\$88,320.00	\$8,000.00	\$181,220.00

Notes:

- 1) Payment Method: Fees shown for services to be provided on the basis of "Standard Hourly Rates and Reimbursable Expenses" are estimated only and are not considered lump sum or not-to-exceed values.
- 2) Construction Phase Basic Service assumes a construction period of 180 consecutive calendar days. ENGINEER shall be subject to additional compensation if construction is extended beyond the period.

SECTION V

RECOMMENDATIONS

Short-term options are proposed to address TCEQ violations and other immediate concerns that were observed during the lift station evaluation on November 26, 2012. The long-term options are provided to improve the infrastructure on the City's wastewater collection system. Each of the City's lift stations have areas that need to be addressed in order to avoid TCEQ violations. The sites that are of main concern are the lift station pumps that are operating for long periods of time.

It is recommended that the City select a strategy of short- and long-term options that fit into the City of Marlin's Master Plan Wastewater Collection System. A review of the areas at the lift station that need attention is provided to assist the City in developing a master plan.

A. City Park Options

The City Park Lift Station is the original lift station within the City of Marlin and its current condition is fair to poor. This lift station has one bar screen which requires frequent cleaning by the City. The short-term solutions for the City Park Lift Station are shown below.

1. Remove the vegetation in the overflow pond
2. Seal the broken segments in the overflow pond
3. Remove the accumulated dirt and sludge in the overflow pond
4. Seal the wet well
5. Replace railings and wet well cover
6. Modifications to manual bar screen
7. Install a potable water service with a backflow preventer for wash down

The lift station design and pump data revealed that the City Park Lift Station is currently undersized for the amount of wastewater that flows into this site. This lift station will need some modifications to improve the infrastructure. The lift station will need to be expanded using the proposed upgrades. The long-term solutions for the lift station are shown below.

1. An above-ground wet well (PumpMate)
2. Replace pumps with re-sized submersible pumps

B. Rock Dam Road Options

The Rock Dam Road Lift Station pumps have become corroded due to exposure to the elements. The site needs some minor modifications. Some of the short-term solutions for the Rock Dam Road Lift Station are shown below.

1. Intruder resistance fence
2. Insulate piping
3. Install emergency generator quick-disconnect
4. Improve the lift station housing
5. Install potable water service with a backflow preventer for washdown

C. Park Street Options

The Park Street Lift Station site was constructed in the ROW of Park Street in the middle of a roadside ditch. This has resulted in inadequate drainage and significant soil erosion all around the lift station site. Additionally, the security fence for the site is in poor condition. The short-term solutions for the lift station are as follows:

1. Improve the foundation
2. Improve rail system
3. Install emergency generator quick disconnect
4. Install potable water service with a backflow preventer for washdown
5. Improve the intruder resistant fence

D. Vernell Street Options

Based on the site evaluation and discussions with City Staff, the existing condition of this lift station is fair to poor. The structural steel at the site is showing signs of corrosion. The City has reported numerous failures of pump equipment at this lift station. Because the lift station serves the nearby correctional facility, the wastewater flow tends to have a large amount of trash and debris. It is recommended that the City talk to the TDCJ Unit about installing a manual bar screen since the prison unit is the main contributor of wastewater to this lift station. The short-term options are shown below.

1. Install manual bar screen (TDCJ installation)
2. Install emergency generator
3. Install potable water service with a backflow preventer for washdown
4. Improve security fencing

5. Improve the electrical system

The lift station design and the pump data revealed that the Vernell Street Lift Station is not capable of handling the current flows produced from the Men's Correctional Facility. This lift station will need some modifications to improve the current infrastructure. The long-term solutions for the Vernell Street Lift Station are shown below.

1. An above-ground wet well (PumpMate)
2. Replace pumps with re-sized submersible pumps

The existing wet well will not need to be expanded if the recommended upgrades are implemented.

E. Hobby Unit Options

The lift station design and the pump data revealed that the Hobby Unit Lift Station was constructed on the Hobby Women's Prison Unit premises. The lift station pumps are showing signs of extreme corrosion due to exposure to elements. The bar screen is maintained by the residents of the prison. The short-term solutions for the lift station are as follows:

1. Install emergency generator
2. Improve the lift station housing
3. Improve the electrical system
4. Install potable water service with a backflow preventer for washdown

The lift station design and the pump data revealed that the Hobby Unit Lift Station is not capable of handling the current flows produced from the Women's Prison. This lift station will need some modifications to improve the infrastructure. The long-term solutions for this lift station are as follow.

1. An above-ground wet well (PumpMate)
2. Replace pumps with re-sized submersible pumps

The existing wet well will not need to be expanded if the recommended upgrades are implemented.

F. McDonald's Options

The McDonald's Lift Station is only a few years old and is in good condition. Some of the short-term options for this site are securing the site with an intruder-resistant fence, and installing a quick-disconnect for an emergency generator.

G. Wastewater Treatment Plant Options

The Wastewater Treatment Plant Lift Station is less than ten years old and is in good condition. Some of the short-term options for this site include installing a quick-disconnect for an emergency generator.