



# AGENDA ITEM SUMMARY FORM

**MEETING DATE:** December 13, 2022  
**PREPARED BY:** Chris Whittaker  
**AGENDA CONTENT:** GIS Services for the City of Angleton to Map Drainage Ditches and Sidewalk

**AGENDA ITEM SECTION:** Regular Agenda

**BUDGETED AMOUNT:** **FUNDS REQUESTED:**  
\$10,600

**FUND:**

## EXECUTIVE SUMMARY:

City of Angleton staff has reached out to HDR to map out the existing drainage ditches, sidewalks, and crosswalks in the city. For the quoted price (\$10,600) HDR will add GIS layers to the City's ArcGIS Online mapping the following:

- Drainage ditches with width (but not depth nor culvert information) and will spend time working with the City staff to denote maintenance responsibility for said drainage ditches.
- Sidewalks and crosswalks showing linework.



December 6, 2022

Chris Whittaker  
City Manager  
City of Angleton  
121 S. Velasco Street  
Angleton, Texas 77515

**Re: Proposal for GIS Services for the City of Angleton to Map Drainage Ditches and Sidewalk  
City of Angleton, Texas**

Dear Mr. Whittaker:

HDR Engineering, Inc. (HDR) is pleased to submit this proposal for mapping the ditches, sidewalks, and crosswalks into the City's GIS. The proposal is based on our conversations held with the John Peterson and yourself. For your convenience, this proposal consists of Project Understanding, Scope of Services, Fee Summary, Schedule and Terms and Conditions Sections.

**PROJECT UNDERSTANDING:**

The City of Angleton would like to map out their existing drainage ditches, sidewalks, and crosswalks to assist in the management of these assets.

**SCOPE OF SERVICES:**

To provide the requested mapping, HDR will perform the following Scope of Services for this project:

**A. Coordinate with the sub-contractor (\$600)**

As the City covers a fairly large area, the most efficient way to map the requested features is to use aerial imagery and machine learning/AI. This service will be provided by sub-contractor, Ecopia. HDR will take care of all coordination with the sub-contractor.

**B. Map ditches from aerial imagery, review the data, and upload it to the City's online GIS (\$6,500)**

To get the mapping data of the ditches into the City's GIS, Ecopia will produce GIS files showing the extent of the ditches. HDR will review the data, add maintenance responsibility attributes, and upload it to the City's GIS.

**C. Map sidewalks and crosswalks from aerial imagery, review the data, and upload it to the City's online GIS (\$3,500)**

To get the mapping data of the sidewalks and crosswalks into the City's GIS, Ecopia will produce GIS files showing the location of the existing sidewalks and crosswalks. HDR will then review the data and upload it to the City's GIS.

**Reimbursable Expenses**

A budgetary amount will be allocated for typical reimbursable expenses such as reproduction, courier services, mileage, etc. The cost for plans and specifications for review sets and construction documents to be provided to the City and other review agencies will be included in this task at cost Plus 10%. Mileage will be charged at prevailing IRS rates.

**Additional Services**

No additional services are authorized under this contract. Any requested additional GIS will be done under the existing on-going services contract or another contract. Additional Services may include, but not be limited to, the following:

- Services resulting from significant changes in the extent of the project or its design including but not limited to changes in size, complexity, the City's schedule, or character of construction or method of financing; and revising previously accepted studies, reports design documents or Contract Documents when such revisions are due to causes beyond HDR's control.
- Preparing documents for alternate bids outside of the original scope requested by the City or documents for out of sequence work.
- Preparing to serve or serving as a consultant or witness for the City in any litigation, public hearing or other legal or administrative proceeding involving the Project.

HDR will endeavor to appraise the City of any potential additional or extended services that may result from the above listed items, prior to HDR's expenditure of time on such services. As previously noted, any such extended or additional services shall only be performed when directed by the City to HDR and are not included in this fee proposal.

**FEE SUMMARY**

The Fee Schedule for this project is outlined below:

<b>HDR Fees</b>	
<u>Development and Deployment Services (Lump Sum)</u>	<u>\$10,600.00</u>
<b>Total Fee:</b>	<b>\$10,600.00</b>

**SCHEDULE**

It is estimated that the schedule to accomplish Tasks A, B, and C is three (3) months from the date of authorization to proceed.

**TERMS AND CONDITIONS**

This project will be performed under the current on-going services contract with the City of Angleton, and its terms and conditions will apply.

HDR will submit monthly invoices for all work completed to invoice date. The invoices for lump sum work will be based on a percentage of completion of each phase applied to the lump sum fee. Reimbursable expenses will be charged at cost plus 10%. Time and materials charges and additional services beyond those described in the Scope of Services will be invoiced based on direct labor costs times a factor of 3.18 and direct cost plus 10%. Mileage will be charged at prevailing IRS rates.

HDR appreciates the opportunity to submit this proposal and we look forward to continuing our work with the City. If you have any questions, please do not hesitate to contact me at (713) 622-9264.

Sincerely,

HDR Engineering, Inc.

  
David C. Weston  
Vice President/Area Manager

Approved: Authorized signature on behalf of the City of Angleton:

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

