

April 7, 2025

Stan R. Farmer
City Administrator
City of Bandera, Texas
511 Main Street
Bandera, Texas 78003

Via E-mail: stan.farmer@banderatx.gov

Re: City of Bandera – SH 16 TASA Grant Support – Detailed Grant Application Support
Job No. 13664-01
Additional Services Request No. 01

Dear Mr. Farmer:

This letter is to request funding for additional services for the above referenced site. These services are considered above and beyond previously authorized work, and include the following:

- I. FIELD RECONNAISSANCE (TASK 105) (LUMP SUM) \$4,000**
- One (1) site visit to photo-document existing topographical features along TX 173/Main ST to create maps as attachments to include in the detailed application.
 - Collect field notes and measurements along Cherry St and project limit extension to Cedar St to update design and project limits shown on schematics.
- II. DETAILED GRANT APPLICATION (TASK 292) (LUMP SUM) \$31,000**
- Prepare detailed TA Grant application in coordination with the City to submit to TxDOT. Tasks include:
- Prepare Progress Reports, invoices, and associated supporting documents monthly
 - Update Google Map of proposed project limits, alignment, constraints, and nearby features, as requested in the grant application and TxDOT or City comments.
 - Prepare Detailed Application and Attachments to include:
 - Attachment A – Project Location Information
 - Attachment B – Project Details
 - Updated Project Exhibit
 - Typical Sections
 - Site Photographs
 - Attachment C – Map 1 – Safety
 - Attachment D – Map 2 – Connectivity
 - Attachment F – Project Sponsor Resolution (Provided by City)
 - Attachment G – Public Outreach and Support (List of events and letters of support provided by City)
 - Attachment H – Maintenance Documentation (Provided by City)
 - Attachment I – Local Planning (Selected from existing published plans)

- Attachment K – Environmental Documentation (desktop review of constraints and summary of expected PS&E scope of work for Categorical Exclusion environmental documentation)
- Attachment L – Property Ownership/Acquisition (Provided by City)
- Attachment O – Project Timeline
- Itemized Construction Cost Estimate
- Detailed Preliminary Engineering (PS&E and Environmental) Costs

III. DIRECT EXPENSES (REIMBURSABLE EXPENSES) (TASK 503) \$180

- Direct expenses anticipated on the project for mileage associated with site visit study.

THIS PROPOSAL ASSUMES AND/OR EXCLUDES THE FOLLOWING:

- ◆ *Any professional opinions or recommendations related to our scope of work shall be provided in written format on Pape-Dawson letterhead and not solely expressed verbally in meetings or as part of any demonstrative presentation or email discussions.*
- ◆ *This proposal does not include the preparation of construction plans or documents.*
- ◆ *Topographic survey is not included.*
- ◆ *Attachment M – Signals, Beacons, and School Zones is not anticipated to be required but can be included for an additional fee.*
- ◆ *Traffic warrant study for a Rapid Flashing Beacon or a Pedestrian Hybrid Beacons is not anticipated to be required but can be included for an additional fee.*
- ◆ *Additional services required by the Client which may arise, and are not outlined above, to be compensated for on an hourly basis or negotiated to a lump sum fee.*
- ◆ *Proposal assumes mileage will be billed as direct expenses.*

SUMMARY OF SCOPE AND FEES

I.	Field Reconnaissance	Task 105	Lump Sum	\$ 4,000
II.	Detailed Grant Application	Task 292	Lump Sum	\$ 31,000
III.	Direct Expenses (Reimbursable Expenses)	Task 503		\$ 180
Total:				\$35,180

Notes:

- i. Tasks that are shown lump sum will be billed on a percent complete basis.***

A budget increase of **\$35,180** is the estimated cost of Pape-Dawson's current understanding of the additional services identified above. Upon signing of this ASR by the client, this ASR to be governed by the existing proposal for this project signed by the client and engineer on the 12th day of December 2024.

We appreciate the opportunity to work with you on this project. If you concur with this request, please acknowledge your approval by signing in the space provided below and returning this letter to our office via email or US Mail for our records. If you have questions or need additional information, please do not hesitate to contact me at your earliest convenience.

Mr. Stan R. Farmer
City of Bandera – SH 16 TASA Grant Support – Detailed Grant Application Support
ASR #1 (13664-01)
April 7th, 2025
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Sincerely,
Pape-Dawson Consulting Engineers, LLC



Tyler Dube, P.E., RAS
Design Leader

ACKNOWLEDGED & ACCEPTED

Signature: _____

Print Name: _____

Title: _____

Date: _____

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