



STAFF REPORT
City of Dripping Springs
PO Box 384
511 Mercer Street
Dripping Springs, TX 78620

Submitted By: Michelle Fischer, City Administrator

Council Meeting Date: September 22, 2026

Agenda Item Wording: **Approval of HDR PSA Amendment No. 4, for Old Fitzhugh Road, supplemental Construction Administration and Construction Engineering Support Services.** *Sponsor: Mayor Pro Tem Taline Manassian*

Agenda Item Requestor: Keenan Smith, TIRZ Project Manager

Summary/Background: Originally, it was anticipated that City Staff would provide the majority of Construction Administration & Inspections for the Old Fitzhugh Rd. Project. City Staff's recent changes necessitate assistance from other sources. The magnitude and complexity of the project also warrant additional assistance.

HDR's Engineering Design Professional Services Agreement for the Old Fitzhugh Rd. Project includes minimal Construction Phase Services (\$39K). HDR is able to step up with available resources to augment City Staff, filling the need. The proposed Amendment No. 4 to HDR's Professional Services Agreement adds \$112,384.

The TIRZ Board recommends using \$112,384 of the available Hays County POSAC project funds to pay for the additional services.

The Construction Schedule for the project is two years (FY '27 and FY '28). The Task Order 4 costs will be spread over these two years.

Amendment No. 4's Scope of Services includes the following:

Project Management: Develop monthly invoices and progress reports; and perform quality-control reviews and documentation of Engineer deliverables.

Construction Administration: Review contractor submittals for compliance with contract documents; interpret plans and specifications and coordinate responses to Contractor Requests for Information; review proposed construction plans and project schedules; review contractor submittals and materials-testing methods and test results; attend construction progress meetings; prepare technical information for change orders as required; and

support City in determining necessary documentation for TxDOT Local Government Project Procedures requirements.

Construction Engineering and Inspection: support City in on-site construction inspection during construction; and support City in interpreting construction documents.

Project Acceptance and Close-Out: perform substantial and final completion inspection walkthroughs with City, TxDOT, and Contractor; compile and distribute a punch list requiring corrections; and compile final as-built drawings in coordination with Contractor.

**Commission
Recommendations:**

TIRZ Board recommends approval of HDR PSA Amendment No. 4 for Old Fitzhugh Rd Project supplemental Construction Administration and Construction Engineering Support Services, using POSAC funds for it.

**Recommended
Council Actions:**

Approval of HDR PSA Amendment No. 4 for Old Fitzhugh Rd Project supplemental Construction Administration and Construction Engineering Support Services, using POSAC funds for it.

Attachments:

Amendment No. 4; Professional Services Agreement

Next Steps/Schedule:

If approved, execute agreement.