

EXHIBIT A

Statement of Work (SOW) No. 8

TO MASTER SERVICES AGREEMENT

Statement of Work No. 8 to the Master Services Agreement between the City of Manor, Texas, as CITY, and George Butler Associates, Inc., as ENGINEER, dated October 7, 2020.

Through this SOW, CITY hereby authorizes ENGINEER to undertake the work assignment described in the following, said assignment to be performed within the terms and conditions defined in said Master Services Agreement, except as modified herein.

ASSIGNMENT: Professional Engineering Services to define the scope of services and cost for preliminary engineering, final design, permitting, bidding and construction phase services for the CITY's expansion of the Wilbarger Wastewater Treatment Plant. These improvements include the necessary design improvements and new construction in order to expand the plant from its existing 1.33 million gallons/day (MGD) treatment capacity to its ultimate buildout capacity of 2.0 MGD; addition of new sludge digestion, thickening and dewatering facilities; optimization of anoxic mixers, grit classifier enhancements, train 3 waste activated sludge (WAS) improvements, sodium bisulfite system enhancements and non-potable water system modifications. Design will be in accordance with Chapter 217, 30 TAC of the TCEQ rules.

SCOPE OF SERVICES:

TASK 1: PROJECT MANAGEMENT

Coordinate project goals and align CITY and ENGINEER expectations and purposes. Subtasks will include:

SUBTASK 1: Kickoff Meeting

SUBTASK 2: Schedule Maintenance

SUBTASK 3: Progress Meetings (12 meetings)

SUBTASK 4: Invoices and Progress Reports (12 Invoices and Reports)

SUBTASK 5: Principal Oversight

TASK 2: PRELIMINARY ENGINEERING

SUBTASK 1: Collect all maps, drawings, and specifications available on the relevant portions of the project.

SUBTASK 2: Define the project criteria in accordance with funding commitments and limits.

SUBTASK 3: Review field investigations, surveying and mapping analysis to refine the quantitative limits of the project.

SUBTASK 4: Complete preliminary design calculations and drawing for the construction of the facilities.

SUBTASK 5: Submit preliminary equipment layout and design calculations to City for review and approval.

SUBTASK 6: Prepare preliminary opinion of probable cost for the anticipated quantities involved.

TASK 3: CONSTRUCTION DOCUMENT PHASE

SUBTASK 1: Review field investigation, survey and other data for performance of detailed designs, as required.

SUBTASK 2: Prepare drawings for construction of the project.

SUBTASK 3: Prepare technical specifications for construction of the project.

SUBTASK 4: Prepare contract documents for construction of the project.

TASK 4: PERMITTING PHASE

SUBTASK 1: Prepare and submit construction documents for City of Manor and TCEQ review.

SUBTASK 2: Respond to reviewing entity comments.

SUBTASK 3: Finalize plans and documents accordingly with any necessary changes from regulating entities.

TASK 5: BIDDING PHASE

SUBTASK 1: Provide bidding documents to CITY and assist with bidding.

SUBTASK 2: Issue bid documents to potential bidders.

SUBTASK 3: Answer potential bidder inquiries and issue addenda, as necessary.

SUBTASK 4: Conduct pre-bid conference.

SUBTASK 5: Submit opinion of probable construction costs (OPCC) and attend bid opening.

SUBTASK 6: Review bids, develop bid tabulation, perform contractor qualifications verification and provide recommendation of construction contract award.

SUBTASK 7: Submit ENGINEER's Letter of Recommendation to CITY for review and consideration for award.

SUBTASK 8: Provide Notice of Award and contract documents for execution by selected contractor.

TASK 6: CONSTRUCTION PHASE

SUBTASK 1: Review required bonding and insurance requirements and prepare Notice to Proceed.

SUBTASK 2: Distribute copies of executed contract documents.

SUBTASK 3: Conduct pre-construction conference, review contract requirements, and issue Notice to Proceed.

SUBTASK 4: Perform submittal review in accordance with construction documents.

SUBTASK 5: Conduct periodic observations of construction progress and prepare record copies of inspections.

SUBTASK 6: Review field testing reports.



JAY ENGINEERING, A DIVISION OF GBA

Texas Engineering Firm #4242

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SUBTASK 7: Issue construction-related decisions to contractor on proceeding with alternative or unit price work items.

SUBTASK 8: Review contractor's pay requests for accurate progress representation and make recommendations to City for payment.

SUBTASK 9: Conduct a final inspection of all completed work and quantities, and issue recommendations for final payment.

SUBTASK 10: Issue a certificate of substantial construction compliance and closeout documents.

SUBTASK 11: Prepare record construction drawings to reflect any adjustments.

ADDITIONAL SERVICES:

Services specifically excluded under this Agreement include:

1. Easement acquisition services.
2. Re-designs after first approval or due to changes in regulatory criteria or City options.
3. GBA assumes the Sludge Dewatering Building HVAC needs consist only of a ventilation system and electric unit heaters.
4. Boundary surveys or survey corrections, easement surveys and field notes/descriptions.
5. Design or survey services for other improvements, conveyances, or utilities other than listed.
6. Permitting not specifically listed, payment of review fees, filing fees, permit fees, advertising fees, service commitment charges, aid to construction or other similar charges.
7. SWPPP or TPDES permits.
8. Construction phase services not specifically listed.
9. Any designs or reports not specifically listed.
10. Additional meetings and site visits not specifically listed.
11. Any other service not specifically listed.

COMPENSATION:

TASK 1. FEE:	\$75,500
TASK 2. FEE:	\$168,400
TASK 3. FEE:	\$882,800
TASK 4. FEE:	\$26,400
TASK 5. FEE:	\$16,700
TASK 6. FEE:	\$259,500
 TOTAL:	 \$1,429,300

CITY OF MANOR, TEXAS

GEORGE BUTLER ASSOCIATES, INC.

By: _____

By: Frank T. Phelon

Date: _____

Date: 2/12/2024