



September 23, 2021

The Honorable Mayor and City Council
City of Montgomery
101 Old Plantersville Road
Montgomery, Texas 77316

Re: 2022 Sanitary Sewer Cleaning and Televising – Phase 1
Project Authorization
City of Montgomery

Dear Mayor and Council:

During the recent budget preparation and workshops, we discussed the need to perform sanitary sewer cleaning and televising (“CCTV”) throughout the City in phases. Phase 1 includes the sanitary sewer lines in the downtown area that were not included in the 2017 CCTV project, which are known to be the oldest sanitary sewer lines in the City and are therefore highest priority, as well as other known high priority trunk lines throughout the City.

Enclosed with this memo is a scope memo and cost estimate that outlines the scope of engineering services to be performed, as well as the estimated construction cost for the project. As a reminder, both the engineering fees and construction costs are included in the recently adopted 2021-2022 FY Budget.

We request authorization to proceed with design of the 2022 Sanitary Sewer Cleaning and Televising – Phase 1 project as presented.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink that reads "Chris Roznovsky". The signature is fluid and cursive.

Chris Roznovsky, PE
Engineer for the City

CVR/kmv

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Enclosures: Scope Memo
Cost Estimate

Cc (via email): Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Dave McCorquodale – City of Montgomery, Director of Planning & Development
Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney

2022 Sanitary Sewer Cleaning & Televising – Phase I

City of Montgomery

This proposal is submitted pursuant to and in accordance with that certain Professional Services Agreement dated May 25, 2021, by and between Ward, Getz & Associates, LLP and the City of Montgomery (the “City”).

SCOPE OF WORK

- *Design Phase*
 - *WGA will prepare specifications for the successful construction of the 2022 Sanitary Sewer Cleaning and Televising (“CCTV”) – Phase I.*
 - *Preparation of exhibits for use as construction documents outlining the scope of work and the clear boundaries of the project.*
- *Construction Administration*
 - *Coordinate advertising for bids, hold a pre-bid conference, answer questions from bidders, hold bid opening, prepare bid tabulation, prepare recommendation of award, and notice to proceed.*
 - *Prepare construction contracts and coordinate execution of same.*
 - *Issue notice to proceed and hold pre-construction meeting.*
 - *Review of construction submittals and RFIs.*
 - *Preparation of pay estimates, change orders, and other associated construction documents.*
 - *General oversight and coordination with the contractor for the duration of the construction contract.*
- *Video Review and Recommendations*
 - *WGA will review the CCTV videos provided by the Contractor and assess the condition of the sanitary sewer lines within the scope of work.*
 - *Prepare recommendations based on the condition of the sanitary sewer lines as found during video review.*
 - *Prepare a cost estimate based on the recommendations to repair the noted deficiencies in the sanitary sewer system.*
- *Field Project Representation*
 - *Onsite inspection by a Field Project Representative for approximately 6 hours per week (including travel time) during active construction for the duration of the projected period of performance (45 Calendar days).*
 - *One (1) onsite inspection for the project team.*
- *Reimbursable Expenses*
 - *Includes advertising expenses, reproduction expenses, and other reimbursable expenses.*

ENGINEERING COST

The estimated cost to perform the scope of services described as above on a Time and Material basis is as follows:

Design Phase	\$ 4,500
Construction Administration	\$ 5,000
Video Review and Recommendations	\$10,000
Field Project Representation	\$ 3,000
<u>Reimbursable Expenses</u>	<u>\$ 500</u>
TOTAL	\$23,000

SCHEDULE

Authorization to Proceed	1	calendar day*
Design	60	calendar days
Bidding	30	calendar days
Contracts	30	calendar days
Construction & Video Review and Recommendation	90	calendar days
TOTAL DURATION	211	calendar days

* If approved, the effective start date is the day all required documents and deposits are received.

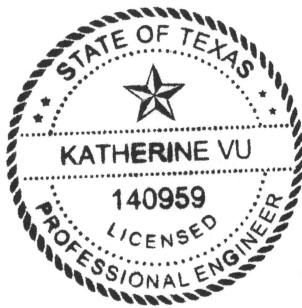


Engineer's Cost Estimate
Sanitary Sewer Cleaning and Televising - Phase I
City of Montgomery
9/23/2021

Item No.	Description	Quantity	Unit	Unit Price	Cost
1	Contractor Mobilization, Bonds, & Insurance	1	LS	\$ 5,000	\$ 5,000
2	CCTV 6" Sanitary Sewer	9,720	LF	\$ 2.50	\$ 25,000
3	CCTV 8" Sanitary Sewer	17,410	LF	\$ 2.50	\$ 44,000
4	CCTV 10" Sanitary Sewer	7,010	LF	\$ 2.75	\$ 20,000
5	Traffic Control Plan	1	LS	\$ 5,000	\$ 5,000
6	Inspection Report	1	LS	\$ 2,500	\$ 2,500
				Subtotal	\$ 101,500
				Engineering	\$ 23,000
				Contingencies (10%)	\$ 11,000
				Total	\$ 135,500

Notes:

- 1 All values rounded up to the nearest thousand.
- 2 This estimate is based on my best judgement as a design professional familiar with the construction industry. We cannot and do not guarantee that bids will not vary from this cost estimate.



Katherine Vu
9/23/2021