
CITY OF PORT LAVACA

CC MEETING: October 09, 2023

AGENDA ITEM # 7

DATE: 10-05-2023

TO: JODY WEAVER, INTERIM CITY MANAGER
cc: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: WAYNE SHAFFER, PUBLIC WORKS DIRECTOR



SUBJECT: Task Order # 33 with Urban Engineering for smoke testing

BACKGROUND:

In an effort to reduce the inflow and infiltration issues that the city faces the utility department has implemented a smoke testing program that identifies areas within the city that have defective or otherwise deteriorated sanitary sewer collection appurtenances. This is the second round of testing and will cover the following lift station basins:

1. Hillside Terrace
2. Vela
3. Alamo Heights
4. Loop 1090

FINANCIAL IMPLICATIONS:

Failure to continue this program creates a potential for areas that have large amounts of inflow and infiltration to push the limits of our lift stations and collection system resulting in sanitary sewer overflows (SSOs), wastewater treatment facility (WWTF) permit exceedances, and possible TCEQ enforcement issues. However, this project is budgeted annually (\$75,000) under the I&I improvements line item in the utility maintenance fund.

IMPACT ON COMMUNITY SUSTAINABILITY:

Through proper maintenance and repair the sanitary sewer system will continue to provide services that improve the quality of life for our citizens.

RECOMMENDATION:

Staff recommends approval of Task Order # 33 to Urban Engineering.

ATTACHMENTS:

Task Order #33

**URBAN ENGINEERING
2004 N. COMMERCE ST.
VICTORIA, TEXAS 77901-5510
TEL (361) 578-9836 TREF# F-160**

LETTER OF TRANSMITTAL

TO:	DATE:	August 25, 2023
Ms. Jody Weaver, P.E.	JOB NO:	E26006.00
City Manager & City Engineer	PROJECT:	City of Port Lavaca – Smoke Testing –
City of Port Lavaca		Hillside Terrace, Vela, Alamo Heights
202 N. Virginia Street		and Loop 1090 Lift Station Basins
Port Lavaca, TX 77979		

COMMENTS:

Enclosed are two signed originals of Task Order #33 for the above project. Please review and, if acceptable, please sign both sets of task orders, date and return one set to Urban Engineering.

Also enclosed is the signed Form 1295 Certificate of Interested Parties. Please acknowledge receipt electronically with the Texas Ethics Commission.

If you have any questions, please do not hesitate to contact me at (361) 578-9836 or by email at mglaze@urbanvictoria.com.

**URBAN ENGINEERING
BY: Matt Glaze/df**

RECEIVED BY: _____

REPLY:

Task Order

In accordance with paragraph 1.01 of the Standard Form of Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated November 13, 2017 ("Agreement"), Owner and Engineer agree as follows:

1. **Specific Project Data**

- A. Title: City of Port Lavaca – Smoke Testing – Hillside Terrace, Vela, Alamo Heights and Loop 1090 Lift Station Basins
- B. Description: Perform smoke testing of the existing sanitary sewer lines in the Hillside Terrace, Vela, Alamo Heights and Loop 1090 Lift Station Basins.

2. **Services of Engineer**

Engineer shall have those responsibilities set forth in Exhibit A.

3. **Owner's Responsibilities**

Owner shall have those responsibilities set forth in Exhibit B.

4. **Times for Rendering Services**

Services will be rendered in a timely manner and in accordance with the schedule determined during the Study and Report Phase of the Project.

5. **Payments to Engineer**

A. Owner shall pay Engineer for services rendered as follows:

<i>Category of Services</i>	<i>Compensation Method</i>	<i>Lump Sum, or Estimate of Compensation for Services</i>
<i>Smoke Testing of Existing Sanitary Sewer Lines</i>	<i>Fixed Fee</i>	<i>\$63,800.00</i>

B. The terms of payment are set forth in Article 4 of the Agreement and in Exhibit C.

C. Reimbursable Expenses: Includes fees charged by outside entities have review authority over the project, government agency fees and advertising fees. See Appendix 1 to Exhibit C "Reimbursable Expenses Schedule"

6. **Consultants:** Urban Surveying, Inc.

7. **Other Modifications to Agreement:** None

8. **Attachments:** None

9. **Documents Incorporated By Reference:** Master Agreement Between City of Port Lavaca and Victoria Engineering, Inc. dba Urban Engineering dated November 13, 2017. This includes all Attachments to that Agreement (Attachments A – Attachment I inclusive).

Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is _____, _____.

OWNER:

By: _____

Name: JoAnna P. "Jody" Weaver, P.E.

Title: City Manager & City Engineer

ENGINEER:

By: _____

Name: Matt A. Glaze, P.E.

Title: Vice President

Engineer License or Firm's
Certificate No. _____

State of: Texas

TREF# F-160

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: JoAnna P. "Jody" Weaver, P.E.

Title: City Manager & City Engineer

Address: 202 N. Virginia St.
Port Lavaca, TX 77979

E-Mail
Address: jweaver@portlavaca.org

Phone: 361-552-9793

Fax: 361-552-6062

DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Matt A. Glaze, P.E.

Title: Vice President

Address: 2004 N. Commerce St.
Victoria, TX 77901

E-Mail
Address: mglaze@urbanvictoria.com

Phone: 361-578-9836

Fax: N/A

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Victoria Engineering, Inc. dba Urban Engineering
Victoria, TX United States

Certificate Number:
2023-1064480

Date Filed:
08/25/2023

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Port Lavaca, Texas

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

Task Order #33

Engineering Services for City of Port Lavaca - Smoke Testing - Hillside Terrace, Vela, Alamo Heights and Loop 1090 Lift Station Basins (UE Job #E26006.00)

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Urban, Larry	Corpus Christi, TX United States	X	
	Schmidt, Thomas	Victoria, TX United States	X	
	Bridges, Ray	Victoria, TX United States	X	
	Glaze, Matt	Victoria, TX United States	X	
	Fromme, Cheyanne	Victoria, TX United States	X	

5 Check only if there is NO Interested Party.

☐

6 UNSWORN DECLARATION

My name is Matt A. Glaze, and my date of birth is 11-02-78.

My address is 2004 N. Commerce St., Victoria, TX, 77901, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Victoria County, State of Texas, on the 25th day of August, 2023.
(month) (year)

Signature of authorized agent of contracting business entity
(Declarant)

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OWNER:

By: _____

Name: JoAnna P. "Jody" Weaver, P.E.

Title: City Manager & City Engineer

ENGINEER:

By: 

Name: Matt A. Glaze, P.E.

Title: Vice President

Engineer License or Firm's
Certificate No. TREF# F-160
State of: Texas

DESIGNATED REPRESENTATIVE FOR
TASK ORDER:

Name: JoAnna P. "Jody" Weaver, P.E.

Title: City Manager & City Engineer

Address: 202 N. Virginia St.
Port Lavaca, TX 77979

E-Mail
Address: jweaver@portlavaca.org

Phone: 361-552-9793

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DESIGNATED REPRESENTATIVE FOR TASK
ORDER:

Name: Matt A. Glaze, P.E.

Title: Vice President

Address: 2004 N. Commerce St.
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E-Mail
Address: mglaze@urbanvictoria.com

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Fax: N/A