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**CITY OF PORT LAVACA**

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**MEETING:** FEBRUARY 9, 2026 **AGENDA ITEM** \_\_\_\_

**DATE:** 2.04.2026

**TO:** HONORABLE MAYOR AND CITY COUNCIL MEMBERS

**FROM:** JODY WEAVER, INTERIM CITY MANAGER

**SUBJECT:** **CONSIDER APPROVAL OF URBAN ENGINEERING TASK ORDER 38-R  
FOR CLEMENT COVE BOARDWALK AND WALKING TRAIL**

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**Background:**

As was discussed in the previous agenda item, the City has been awarded a grant from the Matagorda Bay Mitigation Trust to construct the project “Clement Cove Wetlands Public Access Shared Use Path.”

Attached is a Task Order from Urban Engineering for the Surveying, permitting, design, bid documents and construction administration for this project in the amount of \$61,650.00.

BY the contract, this entire fee amount for engineering is eligible for reimbursement, so our required match will not be needed until the latter part of the construction project, which will likely be during FY 2026-27.

With approval, the surveying work will begin this week.

**Financial Implication:**

The entire engineering fee is reimbursable from the MBMT grant.

**Recommendation:**

Approve Urban Engineering Task Order No. 38R

Attached:

- UE Task Order 38-R

**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 – Clement Cove Boardwalk and Walking Trail

B. Description:

- 1) Design plans & specifications, prepare bid documents and perform contract administration for the construction of a boardwalk and walking trail at Clement Cove.
- 2) Submit necessary documents to the USACE for permitting.
- 3) Submit the construction plans for the project for ADA review, filing and inspection. **The City of Port Lavaca will be responsible for the payment of the ADA fee.**

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>Topographic Survey</i>	<i>Fixed Fee</i>	<i>\$8,650.00</i>
<i>Permitting</i>	<i>Fixed Fee</i>	<i>\$10,000.00</i>
<i>Preliminary Design</i>	<i>Fixed Fee</i>	<i>\$12,500.00</i>
<i>Final Design</i>	<i>Fixed Fee</i>	<i>\$18,500.00</i>
<i>Bid Documents</i>	<i>Fixed Fee</i>	<i>\$6,500.00</i>
<i>Contract Administration</i>	<i>Fixed Fee</i>	<i>\$5,500.00</i>
<i>Total</i>		<i>\$61,650.00</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).

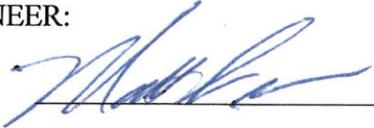
Terms and Conditions: Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order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

The Effective Date of this Task Order is \_\_\_\_\_, \_\_\_\_\_.

OWNER:

ENGINEER:

By: \_\_\_\_\_

By:  \_\_\_\_\_

Name: Jack Whitlow

Name: Matt A. Glaze, P.E.

Title: Mayor

Title: Vice President

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

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

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

Name: Matt A. Glaze

Title: Interim City Manager & City Engineer

Title: Vice President

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