
CITY OF PORT LAVACA

COUNCIL MEETING: FEBRUARY 12, 2024

AGENDA ITEM __

DATE: 02.05.2024

TO: HONORABLE MAYOR AND CITY COUNCIL MEMBERS

FROM: JODY WEAVER, INTERIM CITY MANAGER

**SUBJECT: URBAN ENGINEERING TASK ORDER NO. 35 FOR ANN STREET LIFT STATION
REPLACEMENT INCLUDING PREPARATION/SUBMITTAL OF UPRR PERMIT**

BACKGROUND:

In the Sanitary Sewer Lift Station Assessment prepared by Urban Engineering in January 2020, the Anne Street Lift Station is described as being in “poor condition.” The Ann Street Lift Station, located next to Melstan’s is under capacity for the amount of flow that it sees, particularly in wet weather. The pumps can’t keep up and this is why many people in the sewage drainage basin of the Ann Street Lift Station cannot flush their toilets after a rain event.

Replacement of the Ann Street Lift Station is included in the adopted FYE 2024 Capital Improvement Plan.

Attached is Task Order No. 35 offered by Urban Engineering to perform the Engineering design, surveying, permitting, bidding and contract administration as needed for the project. The total Fixed Fee amount is \$73,850.00.

FINANCIAL:

This Engineering Task Order will be paid using funds from the Public Utility Fund Construction Fund 217.

RECOMMENDATION: It is staff’s recommendation to approve Urban Engineering Task Order No. 35 in the Fixed Fee amount of \$73,850.00 for the Ann Street Lift Station Replacement project.

ATTACHMENTS:

- Task Order 35

This is Task Order No. 35
consisting of 3 pages.

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 – Ann Street Lift Station Replacement

B. Description: Design plans & specifications, prepare bid documents and perform contract administration for the total replacement of the Ann Street lift station and force main from the lift station to Railroad Street. This work includes railroad permits.

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>Boundary & Topographic Surveys and Aerial</i>	<i>Fixed Fee</i>	<i>\$8,850.00</i>
<i>Geotechnical Investigation Services</i>	<i>Fixed Fee</i>	<i>\$2,500.00</i>
<i>Design Plans & Specifications</i>	<i>Fixed Fee</i>	<i>\$46,875.00</i>
<i>Bid Documents</i>	<i>Fixed Fee</i>	<i>\$6,250.00</i>
<i>Contract Administration</i>	<i>Fixed Fee</i>	<i>\$9,375.00</i>
<i>Total</i>		<i>\$73,850.00</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: Jack Whitlow

Title: Mayor

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

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

