
CITY OF PORT LAVACA

DATE: 6.09.2023

TO: HONORABLE MAY AND CITY COUNCIL

FROM: JIM RUDELLAT, HARBOR MASTER

SUBJECT: URBAN ENGINEERING TASK ORDER 32: HARBOR OF REFUGE RAILROAD CULVERT REPLACEMENT

At the April Port Commission meeting, the Commissioners made a recommendation to Council to Collect bids and proposals to replace the railroad drainage culvert at the harbor of Refuge as soon as possible.

We have already engaged Urban Engineering to perform needed field topographical surveying that will be used in the preparation of the engineered bid documents.

Attached is a Task Order #32 from Urban Engineering in the amount of \$35,000 fixed fee plus approved reimbursable expenses to prepare the bid documents and perform the construction contract administration services.

RECOMMENDATION: Approve Urban Engineering Task Order #32, in the amount of \$35,000.

This is Task Order No. 32,
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 – Harbor of Refuge Railroad Culvert Replacement

Description: Design plans & specifications, prepare bid documents and perform contract administration for the replacement of the railroad culvert at the Harbor of Refuge.

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>Design, Bidding and Contract Administration</i>	<i>Fixed Fee</i>	<i>\$35,000.00</i>

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

B. 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:** N/A

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: 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:
2023-1032479

Date Filed:
06/09/2023

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

Date Acknowledged:

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 #32

Engineering Services for City of Port Lavaca - Harbor of Refuge Railroad Culvert Replacement (UE Job #E25760.00)

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 9th day of June, 2023.
(month) (year)



Signature of authorized agent of contracting business entity
(Declarant)