

Work Authorization # 9
Capital Improvements Program
KFA PROJECT # 0764
City of Rollingwood General Engineering Services

This work authorization is made pursuant to the terms and conditions of the original Professional Service Agreement dated November 16, 2020, by and between K Friese & Associates, LLC and the City of Rollingwood

SERVICES PROVIDED BY K FRIESE & ASSOCIATES, INC.:

Refer to Attachment A for details.

DELIVERABLES: Refer to Attachment A for details.

DURATION:

This Agreement shall remain in effect until June 1, 2025, unless terminated as provided herein, or extended by mutual agreement in writing. This Agreement is subject in all respects to the Terms and Conditions attached hereto and incorporated herein by reference.

BUDGET: Time and materials not to exceed **\$50,525.00**: Refer to Attachment B for details.

CLIENT:

CITY OF ROLLINGWOOD

K FRIESE & ASSOCIATES, LLC

SIGNED: _____

SIGNED: _____

TYPED NAME: Ashley Wayman

TYPED NAME: Thomas M. Owens, P.E.

TITLE: City Administrator

TITLE: Vice President

DATE: _____

DATE: _____

Attachments:

Attachment A – Scope

Attachment B – Fees

ATTACHMENT A – SCOPE OF SERVICES
CITY OF ROLLINGWOOD
LCRA WATER RIGHTS APPLICATION

PROJECT DESCRIPTION

The City of Rollingwood (City) desires to submit an application to reserve 500 acre-feet/year of firm water supply rights with the Lower Colorado River Authority (LCRA). The application process includes filling out a one-page application form and 10 supporting exhibits:

1. Exhibit A: Utility Profile for Municipal Water Supplier
2. Exhibit B: Point of Diversion Map
3. Exhibit C: Boundary Survey for City Limits
4. Exhibit D: Service Area Map
5. Exhibit E: Water Conservation Plan
6. Exhibit F: Drought Contingency Plan
7. Exhibit G: Demand Schedule
8. Exhibit H: Contact List
9. Exhibit I: Authority Regarding Service Area
10. Exhibit J: Corporate Structure and Signature Authority

KFA will assist the City in preparing the application and supporting exhibits, and with coordination with LCRA, as described in the Scope of Services. The work described therein will be completed by June 1, 2025.

SCOPE OF SERVICES

A. PROJECT MANAGEMENT AND COORDINATION

1. Project administration includes the preparation of project status reports, general coordination with City staff, coordination and supervision of the project team, and quality management so that the deliverables meet schedule and budget constraints.
2. Conduct up to two (2) coordination meetings with the City and LCRA to discuss the City's application and any requirements from LCRA. Any additional meetings will be performed on an hourly basis, as requested and authorized by the City.

B. APPLICATION AND EXHIBITS

1. KFA will review and prepare the LCRA Water Contract Application and General Information Form. This includes developing the 10 applicable exhibits listed above.

C. BOUNDARY SURVEY

1. McGray & McGray Land Surveyors will prepare an exhibit and bounds description for the existing political boundary of the City of Rollingwood, as described in the attached scope of services.

ATTACHMENT A – SCOPE OF SERVICES
CITY OF ROLLINGWOOD
LCRA WATER RIGHTS APPLICATION

ASSUMPTIONS AND EXCLUSIONS MADE FOR THIS PROPOSAL

- A. No environmental, geotechnical, or other field investigations are proposed to be performed as part of this scope of work. If necessary, additional services will be requested.
- B. KFA is using available data provided by the City’s previous consultant as the best available data.
- C. This scope does not include negotiations with the City of Austin (Austin) for a revised contract to treat and deliver the City’s raw water through Austin’s potable water system to the City’s existing delivery points.
- D. No engineering design work is proposed as part of this scope.
- E. Any fees required for the application will be paid by the City of Rollingwood.
- F. KFA assumes that the City has all of the data needed to complete the necessary forms for the application and is readily available in Excel or PDF format.

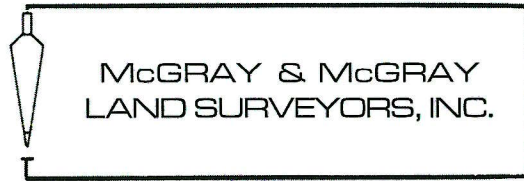
ADDITIONAL SERVICES

- 1. The City and KFA may agree that KFA shall perform services outside the Scope of Services described in this proposal. KFA will submit a written estimate of fees, based on standard rates indicated on the “Compensation Rate Schedule” included as part of the Professional Services Agreement contract. KFA will obtain the City’s authorization prior to initiating any Additional Services.

Attachment B - KFA MANPOWER/BUDGET ESTIMATE
 CITY OF ROLLINGWOOD GENERAL ENGINEERING SERVICES
 LCRA WATER RIGHTS APPLICATION

Date: 12/13/2024

Hourly Bill Rate		\$ 360.00	\$ 285.00	\$ 185.00	\$ 125.00	\$ 130.00	\$ 125.00	\$ 105.00					
Task	Principal Manager Hours	Senior Project Manager Hours	Project Engineer Hours	EIT Hours	Senior GIS Operator Hours	CADD Senior Level Hours	Administration Hours	Total Labor Hours	Total Labor Cost	Surveyor Cost	Expenses Cost	Total Cost	
A PROJECT MANAGEMENT AND COORDINATION													
1	Project Management/Administration		4				4	8	\$1,560.00		\$0	\$1,560.00	
2	Project Meetings (2 meetings)		4	4				8	\$1,880.00		\$0	\$1,880.00	
Task A Subtotal		0	8	4	0	0	4	16	\$3,440.00	\$0.00	\$0	\$3,440.00	
B APPLICATION AND EXHIBITS													
1	Application and Exhibit Preparation	2	13	34	68	12		129	\$20,775.00		\$0	\$20,775.00	
Task B Subtotal		2	13	34	68	12	0	129	\$20,775.00	\$0	\$0	\$20,775.00	
C BOUNDARY SURVEY													
1	Boundary Survey		2	4				6	\$1,310.00	\$25,000	\$0	\$26,310.00	
Task C Subtotal		0	2	4	0	0	0	6	\$1,310.00	\$25,000	\$0	\$26,310.00	
Project Totals		2	23	42	68	12	0	151	\$25,525.00	\$25,000.00	\$0.00	\$50,525.00	



December 9, 2024

Phil Williams, PE
K. Friese + Associates/Lochner
1120 S. Capital of Texas Hwy.
CityView 2, Suite 100
Austin, TX 78746
(512) 338-1704

VIA EMAIL
PWilliams@kfriese.com

**RE: Revised Proposal for Boundary Surveying Services for the City of Rollingwood,
Austin, Texas**

Dear Mr. Williams:

We appreciate the opportunity to present you with this revised proposal for the above-referenced project. The following represents our understanding of the area to survey and scope of services. Our fee proposal follows.

Scope of Services:

Boundary Surveying Services:

- Prepare an exhibit and bounds description for the existing political boundary of the City of Rollingwood.

Deliverables:

- A PDF of the exhibit and bounds description for the political boundary of the City of Rollingwood, signed and sealed by a RPLS, using the certification as defined by 22 TAC §138.95, adopted by Texas Register, Volume 46, Number 13, March 26, 2021, TexReg 2019.

Fees (Taxable*):

The lump sum fee for preparing an exhibit and bounds description will be **\$25,000.00**.

*Taxable boundary services are non-taxable due to the receipt of a Texas Sales and Use Tax Exemption Certificate for this project.

Once we receive notice to proceed, we will visit with you to establish a schedule for this project.

Thank you for including us on this project. We look forward to the opportunity to work with you. If you think we have omitted any service you require or misinterpreted your request, please let me or Joe Webber know.

Sincerely,



Chris I. Conrad, RPLS
Vice President
TBPELS Survey Firm #10095500

Authorized to Proceed by:

Signature _____ Date _____

Print _____ Name _____

CIC:JDW:pft