



March 3, 2026

Mr. Alun Thomas
City Administrator
City of Rollingwood
403 Nixon Drive
Rollingwood, Texas 78746

Re: Proposal to Complete the Bettis Blvd and Vale St Drainage Improvements – City of Rollingwood

Dear Mr. Thomas:

Thank you for the opportunity to provide this proposal for WSB to assist the City by completing a drainage study and design for the intersection of Bettis Boulevard and Vale Street. The goal of this study is to identify improvements that will improve the conveyance of storm water to reduce the amount of flooding that is currently inundating the residents at this intersection.

Thank you for the opportunity to provide service to you. If you have any questions or wish to discuss this further, please contact Selina directly at (956) 655-6563.

Sincerely,

WSB

Selina Brandon, PE
Senior Project Manager

Jay Kennedy, PE
Vice President

**SCOPE OF ENGINEERING SERVICES FOR
BETTIS BLVD AND VALE ST DRAINAGE IMPROVEMENTS**

CITY OF ROLLINGWOOD, TX

SCOPE OF ENGINEERING SERVICES

Task 1 – Project Management (\$6,000)

Project management will be performed throughout the course of the project. The following subtasks are included as part of Project Management:

- 1.1 Attend project update meetings with City staff to discuss draft study and other project variables. This will include developing agendas, preparing handouts and graphics, and attending meetings.
- 1.2 Attend internal project team meetings to discuss project updates, deliverables, and other project variables.
- 1.3 Work with project team and the City to coordinate project deliverables, schedule, and budget.

Deliverables: One (1) kick off meeting and one (1) meeting with City staff to review modeling and draft study.

Task 2 – Data Collection & Survey (\$4,000)

This task consists of collecting background data and relevant modeling information for the project. The following are the subtasks that will be included as part of the evaluation:

- 2.1 Collect hydrologic information including soils information, landcover, existing hydrologic modeling for the area and other relevant information.
- 2.2 Collect background information including as-builts, easement information, right-of-way and other relevant information.
- 2.3 Collect 2021 digital elevation model (DEM) information from TxGIO for areas outside WSB survey limits and other relevant elevation information.
- 2.4 Topographic survey of the study area will be performed by WSB. This will include surveying top of curb and street elevations within the study area. Some of the survey information has already been obtained. This survey will be needed to fill in the gaps to result in a complete understanding of the existing conditions.

It is important to note that this task does not include geotechnical analysis as it is not anticipated to be needed. If it is determined that a geotechnical investigation is needed this can be provided as an additional service.

Deliverables: Topographic survey information.

Task 3 – Hydrologic and Hydraulic Analysis (\$12,000)

This task consists of performing hydrologic and hydraulic (H&H) modeling for a single (1) improvement option at the intersection of Bettis Blvd and Vale St. A 2-Dimensional (2D) rain-on-grid (ROG) HEC-RAS model will be developed to analyze the impacts between pre- and post-construction conditions. Post-conditions will involve grading/profile improvements at the

intersection of Bettis Blvd and Vale St, and the installation of a valley gutter between Bettis Blvd and Vale St. The following storm events will be analyzed: 2-year, 25-year, and 100-year. The following are the subtasks that will be included as part of the analysis:

- 3.1 Using HEC-RAS version 6.3.1, WSB will develop a ROG model that analyzes pre-condition scenarios. Using HEC-HMS version 4.11, available SSURGO HSG soil data, and the COA rainfall depths, a hyetograph will be developed for the 2-year, 25-year and 100-year storm events and then applied directly to HEC-RAS as a precipitation boundary condition.
- 3.2 WSB will develop a post-condition HEC-RAS model that encompasses the intersection improvements. This task will include the development of a proposed surface, the integration of the proposed surface, and the HEC-RAS analysis for post-conditions.
- 3.3 WSB will perform an internal review of the H&H models and analysis to confirm model stability, accuracy and model confidence.

Deliverables: *H&H models*

Task 4 – Drainage Memorandum (\$4,000)

A drainage memorandum will be prepared to document the H&H analysis regarding the single (1) improvement option and any further recommendations. The following are the subtasks that will be included as part of the report preparation:

- 4.1 Prepare a drainage memorandum summarizing the pre- and post-conditions, and any further recommendations.
- 4.2 Internal QAQC of the memorandum. Finalize the study based on feedback from City staff.

Deliverables: *Drainage Memorandum*

Task 5 – PS&E (\$19,000)

Final design PS&E will be developed utilizing information obtained from the Data Collection, Survey, H&H Analysis, and Drainage Memorandum.

- 5.1 Prepare Design Submittal to include:
 - a. Deliverables – Plan Set is anticipated to include the following drawings and specifications:
 - Cover Sheet
 - Sheet Index
 - Grading Plan
 - Removal Plan
 - Drainage Area Map
 - Drainage Calculation Summary Tables
 - Drainage Plan
 - Utility Layout Sheet
 - Erosion Control Plan
 - Standard and Special Details

- Cross Section Sheet
- Traffic Control Plan
- b. Project Manual – Prepare project manual, including bidding requirements, proposal, bid schedule, special conditions, and technical specifications.
- c. Opinion of Probable Construction Cost – Prepare estimated construction quantities and engineer's opinion of probable construction costs (OPCC).
- d. Final Engineering Submittals – Plan submittals will be electronic PDF files.

Deliverables: *PS&E Sheets, Project Manual*

TOTAL ENGINEERING FEE

The cost to provide the scope of services outlined in this proposal will be as a lump sum project based on the percentage of effort performed by task. We are proposing to complete the Bettis Blvd and Vale St Drainage Study for a lump sum fee of **\$45,000.00**.

TIME SCHEDULE

WSB estimates it will take approximately 6 weeks to collect the background data, complete the drainage modeling, and develop the report. WSB estimates it will take approximately 4 weeks to develop the PS&E sheets, Project Manual, and OPCC. WSB also assumes 1 project kickoff meeting and 1 meeting with City staff to review the modeling and draft study results.

ASSUMPTIONS

1. All survey data for the proposed construction will be provided in the horizontal projection of NAD 1983 State Plane Texas Central FIPS 4203 (US Feet). All vertical data will be projected in the North American Vertical Datum of 1988 (NAVD 88).
2. Government and/or client approved software will be used for all hydrologic and hydraulic analyses.
3. City of Austin precipitation frequency values will be utilized.
4. These proposed improvements and analyses are anticipated to be minor and able to service smaller, more frequent storms causing nuisance flooding. It is anticipated that these improvements will not prevent flooding in storm events.

EXCLUSIONS

1. The following items are excluded from this Agreement; however, Consultant can provide these services for additional compensation by an Amendment for Additional Services (AAS).
 - A. Additional/alternative improvement concepts
 - B. Traffic Engineering / Studies
 - C. Environmental Investigation and Permitting
 - D. Utility Relocation Coordination
 - E. Geotechnical Engineering
 - F. Advertisement, Bidding Phase Services
 - G. Construction Engineering and Inspection
 - H. ROW or easement acquisition
 - I. Individual property owner meetings
 - J. Archaeological study

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- K. TxDOT NEPA documentation
- L. Nationwide Permit (NWP) 14
- M. CLOMR or LOMR
- N. Identification, permitting and removal of hazardous materials
- O. Water quality provisions
- P. TxDOT or City of Austin submissions
- Q. Right-of-entry notifications/requests/approvals