



# OWNER REVIEW

Strand Associates, Inc.®  
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**DRAFT**

Task Order No. 24-03  
City of Sweeny, Texas (OWNER)  
and Strand Associates, Inc.® (ENGINEER)  
Pursuant to Agreement for Technical Services dated October 3, 2017

## Project Information

Project Name: 2024 Pecan Street Water Main Replacement

Services Description: Provide survey, design, bidding-, and construction-related services to replace approximately 1,500 linear feet (LF) of water main on Pecan Street between 1st Street and 5th Street.

## Scope of Services

ENGINEER will provide the following services to OWNER.

### Design Services

1. Attend a kickoff meeting with OWNER to review project scope.
2. Conduct a topographic survey and prepare base mapping for approximately 1,500 LF of water main replacement along Pecan Street from 1st Street to 5th Street with existing utility easements and street rights-of-way. Topographic survey will include the location of overhead and marked underground utilities within survey limits as field marked through Texas 811 locate request; additional requests and subsequent surveys will be considered additional services.
3. Develop and submit 90 percent design drawings (including title sheet, index sheet, plan sheets, and standard detail sheets) in accordance with OWNER standards, technical specifications, and opinion of probable construction cost to review with OWNER. Attend one design review meeting with OWNER.
4. Prepare Bidding Documents using OWNER-provided Community Development Block Grant-provided General Conditions, technical specifications, and engineering drawings. Bidding Documents shall require the contractor to name ENGINEER as an additional insured on contractor's General Liability and Automobile Liability insurance policies and to indemnify ENGINEER to the same extent that the contractor insures and indemnifies OWNER.
5. Submit permit application to the Texas Commission on Environmental Quality.

### Bidding-Related Services

1. Distribute Bidding Documents electronically through CivCast, available at [www.strand.com](http://www.strand.com) and [www.civcastusa.com](http://www.civcastusa.com). Submit Advertisement for Bids to OWNER's newspaper of choice for publishing. OWNER shall pay newspaper directly for publishing.
2. Prepare addenda and answer questions during bidding.

TBPE No. F-8405  
TBPLS No. 10030000

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- 3. Attend bid opening, tabulate and analyze bid results, and assist OWNER in the award of the Construction Contract. Attend one council meeting for construction contract award.
- 4. Prepare two sets of Contract Documents for signature.

Construction-Related Services

- 1. Provide contract administration services including attendance at preconstruction conference, review of contractor's shop drawing submittals, review of contractor's periodic pay requests, attendance at construction progress meetings, periodic site visits, and participation in project closeout. Services are based on a four-month construction schedule.
- 2. Provide one iteration of construction staking for the water line. Additional staking iterations shall be considered extra services.
- 3. Provide a resident project representative for part-time observation of construction (anticipated to be eight hours per week for 16 weeks). Services are based on a four-month construction schedule.
- 4. Provide record drawings in electronic format from information compiled from the contractor's records. ENGINEER is providing drafting services only for record drawings based on the records presented to ENGINEER by the contractor and OWNER. ENGINEER will not be liable for the accuracy of the record drawing information provided by the contractor and OWNER.

**Compensation**

OWNER shall compensate ENGINEER for Design Services, Bidding-Related Services, and Construction-Related Services Items Nos. 1, 2, and 4 a lump sum of \$60,000.

OWNER shall compensate ENGINEER for Construction-Related Services Item No. 3 a lump sum of \$20,000.

**Schedule**

Services will begin upon execution of this Task Order, which is anticipated the week of April 29, 2024. Services are scheduled for completion on February 28, 2025.

**TASK ORDER AUTHORIZATION AND ACCEPTANCE:**

ENGINEER:

STRAND ASSOCIATES, INC.®

**DRAFT**

\_\_\_\_\_  
Joseph M. Bunker  
Corporate Secretary

Date

OWNER:

CITY OF SWEENY

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\_\_\_\_\_  
Lindsay Koskiniemi  
City Manager

Date