



# City of League City, TX

300 West Walker  
League City TX 77573

## Text File

File Number: 19-0582

**Agenda Date:** 11/5/2019

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**Status:** Agenda Ready

**In Control:** Engineering

**File Type:** Agenda Item

### Title

Consider and take action on a resolution authorizing a professional services agreement with Huitt-Zollars, Inc. for design work related to drainage improvements for Rustic Oaks Subdivision Drainage Improvements Project (DR2003) and Countryside Subdivision Drainage Improvements Project (DR2002) in an amount not to exceed \$156,410 (Director of Engineering)

### ..Background:

Approval of this resolution will authorize the City Manager to enter into an agreement with Huitt-Zollars, Inc. to design drainage improvements in the Rustic Oaks and Countryside Subdivisions for an amount not to exceed \$156,410.

In the aftermath of the Hurricane Harvey flooding, City Staff began working with Huitt-Zollars to conduct a high-level study of drainage issues encountered in several of our neighborhoods. A contract was executed with Huitt-Zollars in January 2018. On September 9, 2018, City Staff and Huitt-Zollars held a public meeting to go over the preliminary findings of the study and to discuss potential improvements to help reduce flooding within the project area. One of the areas of concern discussed during the public meeting was neighborhoods' ability to handle 100-year exceedance events. This type of issue was experienced in the Countryside and Rustic Oaks subdivisions.

Based on the study, City Staff created a potential drainage improvement project. This project was included as part of a list of potential drainage projects outlined on the City's recently passed May 2019 General Obligation Bond Referendum.

For this Professional Services Agreement, Huitt-Zollars will provide engineering services for drainage improvements in the Rustic Oaks and Countryside Subdivisions that will primarily address issues experienced during 100-year exceedance events.

The executed PSA will allow for:

- Preliminary Design Phase which will include Topographic survey of the designated locations, determination of permitting needs, drainage calculations, development of 30% plans and construction estimate. The proposed cost for this activity is \$51,980.
- Design Phase which will include the production of a detailed set of plans and cost estimate, coordination with utility owners on conflicts, permitting and up to 2 public meetings. The proposed cost for this activity is \$21,780.
- Construction Document Phase which will cover the final preparations for getting the project ready to bid. The proposed cost for this activity is \$3,220.
- Bidding Phase which will allow for Huitt-Zollars to assist the City during the bidding of the project by issuing any needed Addendums, evaluating received Bids, and recommendation on award of the construction contract. The proposed cost for this activity is \$1,680.
- Construction Administration Phase which will allow for Huitt-Zollars to assist the City during

the construction of the project by reviewing material submittals, testing reports, contractor pay applications, and make change order recommendations if the need arises. Huitt-Zollars will also make site visits, attend and contribute to the final acceptance field inspection and prepare Record Drawings (As-Builts) once the project is completed. The proposed cost for this activity is \$7,880.

The PSA will also allow for some additional services to be performed on an as needed basis:

1. Perform preliminary engineering including production of a Preliminary Engineering Report and detailed design for drainage improvements in the vicinity of Country Place and Morningside in Countryside Subdivision. The proposed cost for this additional service is \$29,070.
2. Perform boundary surveying services at eight locations (16 properties) for easement/ROW acquisition. The proposed cost for this additional service is \$16,800 or \$1,050 per property.
3. Due to additional work that may arise as a result of recently awarded modeling efforts along Magnolia Creek and Cedar Gully, Staff is asking for a "not to exceed" amount of \$24,000 encase the other projects create the need to modify or add to the previously agreed upon scope. This additional service will only be used if necessary and has been broken out further in the contract between minor adjustments (\$9,000) and major adjustments (\$15,000).

Staff recommends executing the attached PSA with Huitt-Zollars for the engineering services in an amount not to exceed \$156,410, but only providing a Notice to Proceed for the Basic Services (\$86,540) and Additional Services for Items 1 (\$29,070) and 2 (\$16,800) at this time. As work on this project and the other projects in this area continue, Staff can then make a decision on whether to proceed with the other additional service items or remove them from the PSA.

The estimated construction cost for drainage improvements within both subdivisions are currently estimated at \$357,063. Assuming a USACE Permit is not needed, this project is estimated to take approximately 18 months to complete. If it is determined that a USACE permit is required or impacts from other projects require changes, then a time extension could be needed.

**Attachments:**

1. Data Sheet
2. Proposed Resolution
3. Exhibit A - PSA for Rustic Oaks and Countryside Subdivisions
4. Staff Report Card on Huitt-Zollars, Inc.
5. CIP Project Sheets
6. Aerial Maps

CONTRACT ORIGINATION: Professional Services Agreement reviewed and approved by City Attorney's Office

**FUNDING**

{X} Funds in the amount of \$156,410 are available from Miscellaneous Capital Projects Fund 5015 with expenses charged to DR2002- PLANDESIGN-DESIGN-TS CASH (\$78,205) and DR2003- PLANDESIGN-DESIGN-TS CASH (\$78,205). The design cost will be funded by the GO Bond sale and Misc. Capital Projects Fund 5015 will be reimbursed once bond proceeds are received.

{X} Based on available cash flow, a Budget Amendment may be required to transfer from General Fund Fund Balance to Misc. Capital Projects Fund 5015. If needed, the transfer will be included on a future budget amendment for Council approval.

{ } Requires Budget Amendment to transfer from Account #\_\_\_\_\_ to Account #\_\_\_\_\_

{ } NOT APPLICABLE

STRATEGIC PLANNING

{X} Addresses Strategic Planning Critical Success Factor #1 - Develop & Maintain our Infrastructure

{ } NOT APPLICABLE