

AGENDA ITEM # 10

June 2, 1998

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Consider authorizing payment from Road Bond proceeds of 70% of the cost outlined in the Multi-Corridor Plan and designate funding for the other 30% of the charges.

Moved: Commissioner Heiligenstein

Seconded: Commissioner Hays

Motion: To authorize payment from Road Bond proceeds of 70% of the cost outlined in the Multi-Corridor Plan to be taken out of Road & Bridge bond issue with County Judge authorized to designate where other 30% will come from.

Vote: Motion carried 3 - 1 With Commissioner Boatright voting against the motion and Commissioner Mehevec absent from the dais.

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April 8, 1998

Honorable Judge John Doerfler  
Williamson County Courthouse  
710 Main Street  
Georgetown, Texas 78626

Re: Contract for Williamson County  
Multi-Corridor Plan

Dear Judge Doerfler:

Thank you again for the opportunity to work with Williamson County to develop a new transportation program for the County. There is no more important issue facing the County than its tremendous growth pressures and its impact on mobility.

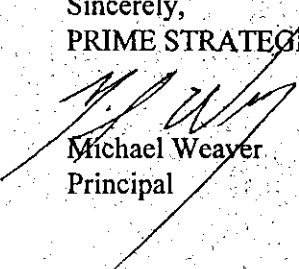
I have enclosed two (2) copies of our contract to complete the scope of work we presented to the Commissioner's Court. The contract has as attachments the Scope of Work, Project Budget, Budget by Firm, and the Project Schedule. The contract is with Prime Strategies, Inc. We will enter into subcontracts with the rest of the firms on our team. I will provide you a copy of the executed contracts for the County's records.

We understand the Court has only authorized our team to proceed with Phase I of the project. I have drafted a Notice to Proceed which outlines that authorization. As we mentioned in the Commissioner Court's worksession, Phase I only gets the County "part of the way," as it relates to affecting the Austin Transportation Study process and their decisions. The final roadway plan, alignments and sizing, are also critical to the ATS model/plan update and would be completed in Phase II and Phase III of our project.

Last, we intend to proceed without the proposed Infrastructure Committee in place in order that we can meet the first ATS milestones. If the Court decides to use the Committee process, we will catch the members up as the project goes forward.

Thank you again for your participation in developing this program and your support of our proposal. We look forward to working with you and the Commissioners in the successful completion of this program.

Sincerely,  
PRIME STRATEGIES, INC.

  
Michael Weaver  
Principal

cc: Pix Howell  
Ken Haney  
Peggy Smith  
Michael Heath

RECORDERS MEMORANDUM  
All or parts of the text on this page was not  
clearly legible for satisfactory recordation.

PRIME  
STRATEGIES,  
INC.

1508 S. Lamar Blvd.  
Austin, Texas 78704  
voice 512.445.7074  
fax 445.7064



NOTICE TO PROCEED

As of this date, Prime Strategies, Inc. is authorized to proceed with Phase I - Model Development of the Williamson County Multi-Corridor Transportation Plan. The Scope of Work for Phase I is specified in the contract dated 6-2-98 for an amount not to exceed \$163,315.00.

John C. Doerfler  
Judge John Doerfler  
Williamson County

6-2-98  
Date

**PRIME STRATEGIES, INC.****AUTHORIZATION FOR  
PROFESSIONAL SERVICES****PROJECT NAME** Williamson County Multi-Corridor Plan**PROJECT NUMBER** WC-0093**CLIENT** Williamson County**ADDRESS** c/o Hon. John Doerfler, Williamson County Judge  
Williamson County Courthouse  
710 Main Street  
Georgetown, Texas 78626

(Client) hereby requests and authorizes Prime Strategies, Inc. (Contractor) to perform the following services:

**SCOPE:** See Attachment A - Scope of Services.**COMPENSATION** to be on an hourly fee and material (expense) basis as set forth in the following exhibits:Attachment B - Project Budget.  
Attachment C - Project Budget by Firm.**SCHEDULE:** See Attachment D - Project Schedule.

Contractor would proceed with specific Phases of the Project as outlined in Attachment A - Scope of Services only upon receipt of written Notice to Proceed from Client.

Services covered by this authorization shall be performed in accordance with PROVISIONS stated on the back of this form.

Accepted for **WILLIAMSON COUNTY**By: John C. Doerfler  
Hon. John Doerfler  
Title: Williamson County Judge  
Date: 6-2-98Approved for **PRIME STRATEGIES, INC.**By: Michael J. Weaver  
Michael J. Weaver  
Title: Principal  
Date: April 8, 1998

## PROVISIONS

## 1. AUTHORIZATION TO PROCEED

Signing this form shall be construed as authorization by CLIENT for Contractor to proceed with the work, unless otherwise provided for in the authorization.

## 2. OUTSIDE SERVICES

When technical or professional services are furnished by an outside source, when approved by CLIENT, an additional amount shall be added to the cost of these services for Contractor's administrative costs, as negotiated.

## 3. PROFESSIONAL STANDARDS

Contractor shall be responsible, to the level of competency presently maintained by other practicing professionals in the same type of work in CLIENT'S community, for the professional and technical soundness, accuracy, and adequacy of the work and materials furnished under this Authorization.

## 4. TERMINATION

Either CLIENT or Contractor may terminate this authorization by giving 30 days written notice to the other party. In such event CLIENT shall forthwith pay Contractor in full for all work previously authorized and performed prior to effective date of termination. If no notice of termination is given, relationships and obligations created by this Authorization shall be terminated upon completion of all applicable requirements of this Authorization.

## 5. ARBITRATION

All claims, disputes, and other matters in question arising out of, or relating to, this Authorization or the breach thereof may be decided by arbitration in accordance with the rules of the American Arbitration Association then obtaining. Either CLIENT or Contractor may initiate a request for such arbitration, but consent of the other party to such procedure shall be mandatory. No arbitration arising out of, or relating to this Authorization may include, by consolidation, joinder, or in any other manner, any additional party not a party to this Authorization.

## 6. LEGAL EXPENSES

In the event legal action is brought by CLIENT or Contractor against the other to enforce any of the obligations hereunder or arising out of any dispute concerning the terms and conditions hereby created, the losing party shall pay the prevailing party such reasonable amounts for fees, costs and expenses as may be set by the court.

## 7. PAYMENT TO Contractor

Monthly invoices will be submitted by Contractor for all work performed under the terms of this agreement, together with appropriate supporting documentation as may be required by the CLIENT. Contractor will be paid upon approval of the invoice.

## 8. LIMITATION OF LIABILITY

Contractor's liability to the CLIENT for any cause or combination of causes is in the aggregate, limited to an amount no greater than the fee earned under this agreement.

## 9. ADDITIONAL SERVICES

Services in addition to those specified in Scope will be provided by Contractor if authorized in writing by CLIENT. Additional services will be paid for by CLIENT, as negotiated.

## 10. SALES TAX

In accordance with the State Sales Tax Codes, certain surveying services are taxable. Applicable sales tax is not included in the above proposed fee. Sales tax at an applicable rate will be indicated on invoice statements.

## 11. ACCESS TO RECORDS

Contractor agrees that the CLIENT shall, until the expiration of three (3) years after final payment by CLIENT to Contractor, have access to and the right to examine and photocopy directly pertinent documents, papers and records of Contractor involving transactions relating to this contract. Contractor agrees that the CLIENT shall have access during normal working hours to all necessary facilities and shall be provided adequate and appropriate work space in order to conduct audits in compliance with the provisions of this section.

In case any one or more of the provisions contained in this Agreement shall be held illegal, the enforceability of the remaining provisions contained herein shall not be impaired thereby.

## ATTACHMENT A - SCOPE OF WORK

### Williamson County Multi-Corridor Plan

#### Phase I

##### **Task 1    *Data Collection***

- Develop county collector screening process
- Conduct roadway inventory
- Conduct 2-hour traffic counts
- Obtain Williamson County/ATS data
- Meet with and gather data from Williamson County cities
- Obtain population/employment coverages
- Review Model input data

##### **Task 2    *Model Calibration***

- Prepare Excel spreadsheet for roadway inventory/network
- Identify acceptable calibration criteria
- Extend base year extended model
- Refine TSZs per Williamson County comments
- Modify roadway network
- Submit Williamson County zone structure and network to ATS
- Review base year land uses by TSZ
- Adjust base year land uses, if necessary
- Calibrate extended model
- Assign and review calibrated base year model
- Submit to Williamson County for review and comment
- Review calibration results with ATS

##### **Task 3    *Future Conditions***

- Coordinate with Williamson County
- Obtain land uses for future year scenarios
- Receive future year control totals
- Update models to forecast years 2010/2020
- Submit future year deficiency analyses to Williamson County

##### **Task 4    *Pavement Management System***

- Develop system for measurement
- Tie to County GIS
- Provide data collected (roads and bridges) in Task 1
- prepare spreadsheet/software for County

**Task 5    Public Involvement**

- Create/appoint County Infrastructure Committee
- Milestone meetings with County Infrastructure Committee
- Develop and regularly update Multi-Corridor Plan Website
- Coordinate with ATS
- Coordinate with Williamson County communities
- Coordinate with Williamson County economic development groups

**Phase II****Task 1    Develop Multi-Corridor Plan**

- Analyze Do Nothing Alternative
- Identify recommended improvements (right-of-way and pavement width)
- Develop decision matrix to identify a schedule for improvements

**Task 2    Plan Development**

- Identify priority roadways and corridors
- Conduct "fatal flaw" analysis of proposed upgrades/improvements
- Summarize list of critical impacts, base on fatal flaw analysis
- Conduct following analysis on critical impact projects:
  - Gather existing data on existing roadway geometry, drainage and configuration for subject roadway routes
  - Prepare preliminary alignment and make preliminary determination regarding drainage impact, utility relocation, environmental impacts, etc. and resultant design requirements
  - Analyze existing property ownership and determine acquisition costs and issues
  - Prepare preliminary cost estimate for alternatives
  - Meet with precinct Commissioners and review alternatives
  - Prepare exhibits and comparative matrix in a technical memorandum for presentation to County Infrastructure Committee and Commissioners as part of plan recommendations

**Task 3    Public Involvement**

- Ongoing meetings with County Infrastructure Committee
- Ongoing meetings with Williamson County cities and ATS

### **Phase III    Plan Adoption**

#### **Task 1    *Draft Multi-Corridor Plan***

- Submit final draft to County Infrastructure Committee
- Conduct up to four (4) precinct forums/open houses on draft plan
- Revise Plan as appropriate

#### **Task 2    *County Adoption***

- Submit recommended Plan to Commissioners' Court
- Conduct Public Hearing
- Commissioners' Court adoption
- Submit draft Plan to ATS for early review
- Submit adopted plan to ATS

#### **Task 3    *Public Involvement***

- Conduct up to four (4) Public forums on draft Plan
- Conduct Countywide Public Hearing using Power Point/video-based presentation

### **Phase IV**

#### **Task 1    *ATS Plan Adoption***

- Monitor ATS model updates and plan revisions
- Coordinate inclusion of adopted plan in ATS Roadway Plan
- Attend ATS Public Hearings/meetings
- Coordinate Public Hearing testimony with County Infrastructure Committee
- Provide ATS Public Hearing testimony and handouts

#### **Task 2    *County Improvement Program***

- Establish priority improvements based on criteria matrix and preliminary analysis of critical roadways in Phase II
- Develop a 1-3 year capital improvement program
- Prepare preliminary capital cost estimates
- Prepare 1-3 year priority maintenance budgets
- Review program of improvements and budgets with County Infrastructure Committee

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# **ATTACHMENT B - PROJECT BUDGET** **Williamson County Multi-Corridor Plan**

## **Phase I – April 1, 1998 - September 30, 1998**

Model Development	\$74,965.00
Roadway Inventory	38,500.00
Traffic Counts	11,000.00
Public Involvement/Agency Coordination	<u>38,850.00</u>

Phase I Subtotal \$163,315.00

## **Phase II/III – October 1, 1998 - June 30, 1999**

Model Update	\$18,945.00
Scenario Analysis	25,740.00
Plan Development	88,235.00
Schedule of Improvements	21,765.00
Public Involvement/Agency Coordination	<u>65,150.00</u>

Phase II/III Subtotal \$219,835.00

## **Phase IV – July 1, 1999 - December 31, 1999**

ATS Coordination/Public Hearings	\$18,750.00
Recommended Improvement Schedule/Budget	<u>24,500.00</u>

Phase IV Subtotal \$43,250.00

## **TOTAL PROGRAM BUDGET**

**\$426,400.00**

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**ATTACHMENT C - PROJECT BUDGET BY FIRM**  
**Williamson County Multi-Corridor Plan**

<i>PHASE</i>	<i>PSI</i>	<i>PDP</i>	<i>HDR</i>	<i>ATE</i>	<i>McSmith</i>	<i>TOTAL</i>
Phase I April 1, 1998 - Sept. 30, 1998	\$34,850.00	\$30,140.00	\$28,950.00	\$55,975.00	\$13,400.00	\$163,315.00
Phase II/III October 1, 1998 - June 30, 1999	\$39,705.00	\$37,770.00	\$85,300.00	\$38,860.00	\$18,200.00	\$219,835.00
Phase IV July 1, 1999 - December 31, 1999	\$12,000.00	\$8,500.00	\$10,750.00	\$3,600.00	\$8,400.00	\$43,250.00
<b>Total</b>	<b>\$86,555.00</b>	<b>\$76,410.00</b>	<b>\$125,000.00</b>	<b>\$98,435.00</b>	<b>\$40,000.00</b>	<b>\$426,400.00</b>

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AGENDA ITEM # 11

June 2, 1998

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Discuss and take appropriate action concerning Liberty Hill Business Park including, but not limited to granting a variance for 100 foot set-back of drainage easement.

Don Bizzell addressed the court concerning the Liberty Hill Business Park variance for a 100 foot set-back of drainage easement while answering all questions.

Moved: Commissioner Hays

Seconded: Commissioner Boatright

Motion: To approve variance for 100 foot set-back of drainage easement for Liberty Hill Business Park with a **notation** on the plat the County will not be responsible for any damage to this subdivision or the improvements built in this subdivision as a result of flooding. Any damage received due to flooding is the sole responsibility of the developer and/or the owner.

Vote: Motion carried 3 - 0 With Commissioners Heiligenstein and Mehevec absent from the dais.

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