

AGENDA ITEM 25

Discuss and take appropriate action to approve Inland Civil Associates and Civil Tech Engineering for engineering and surveying services on CR 412.

Moved: **Commissioner Limmer**

Seconded: **Commissioner Boatright**

Motion: To approve Inland Civil Associates and Civil Tech Engineering for engineering and surveying services on CR 412, to be paid out of General Obligation bonds.

Vote: **5 – 0**

< Attachment >



**PROPOSAL FOR PROFESSIONAL LAND SURVEYING AND
ENGINEERING SERVICES**

February 8, 2001

Mr. Joe England, P.E.
County Engineer
Williamson County Unified Road System
1900 Georgetown Inner Loop, Suite B
Georgetown, TX 78626
Cc: Mr. Frankie Limmer, Commissioner, Precinct 4

RE: CR 412 from FM 619 to CR 421

Dear Mr. England:

Inland Civil Associates, L.L.C. (Inland) in conjunction with CivilTech Engineering, Inc. (CEI) is pleased to present this proposal to Williamson County Commissioners Court for professional land surveying and engineering services to support the planned improvements to CR 412 from FM 619 to CR 421, for a project length of approximately 3.4 miles. All work for this project will be performed in the local offices of the design team. Jerry Holligan, P.E., R.P.L.S. (Inland) will act as Project Manager and will coordinate the activities of the design team. Melinda Luna, P.E. (CEI) will act as Project Engineer and will be responsible for the design and construction plans for the project. Inland will provide professional land surveying services and CEI will provide professional design engineering services for the project. This proposal was prepared in two parts, land surveying and civil engineering. It is proposed that the firms work under one contract with signature blocks for the areas of responsibilities for the respective firms.

Based on our project review meetings with Commissioner Limmer and Mark Kronkosky, it is the intent of Williamson County to widen the existing road from 24 feet to 32 feet, including two 12-foot travel lanes and two 4-foot shoulders. The following criteria will be used during the design of this project:

- Design Speed 40 miles per hour;
- Drainage Criteria: 25-year undeveloped flows.
- Expand right-of-way to 80 feet

SCOPE OF SERVICES

LAND SURVEYING SERVICES

The following surveying services shall be provided:

- Design surveys including topographic and vertical mapping for the project length;
- Cross sections at maximum 100 foot intervals for the existing R.O.W. width;
- Detail definition of existing drainage structures including upstream and downstream channel cross sections;
- Private driveway intersections details;
- Right of Entry contacts as necessary to complete survey in the current scope;
- Utility location coordination, including mapping of visible surface features;
- Location of the Right-of-way, existing easements and establishment of centerline alignment;
- Establish benchmarks for vertical control at approximate 1,000-foot intervals;
- Provide parcel descriptions and accompanying sketches for approximately 34 tracts of land from both sides of CR 412;

COMPENSATION

The scope of services described herein shall be compensated for on a lump sum basis, as described below:

Task	Fee Basis	Fee
Design Surveys	Lump Sum	\$ 16,520.00
ROW Acquisition Surveys	Lump Sum	\$ 41,820.00

Invoices will be submitted monthly and will include reimbursable expenses accrued through the month. Reimbursable expenses are not included in the above fees. Reimbursable expenses will include, but not be limited to plan reproduction above those specified in the agreement, express mail service, long distance phone service, and mileage.

The office location for all land surveying work performed on this project will be:

Inland Civil Associates, L.L.C.
308 West Main Street
Round Rock, TX 78664
512-238-1200
512-238-1251 FAX

ENGINEERING AND SURVEY SCHEDULE

This Agreement shall become effective upon the date approved by County and will remain in full force and effect for the period required for the design, survey, construction contract award and construction of the Project, including warranty periods and any extensions of time, unless terminated earlier as provided for herein. Engineer shall complete all design and survey work as described in the Scope of Services labeled "Land Surveying Services" and "Engineering Services" within 150 calendar days from receipt by Engineer of County's written Notice to Proceed."

ENGINEERING SERVICES

The scope of Services will include:

Preliminary Tasks:

1. Attend preliminary engineering conference with the County Engineer and other Representatives regarding improvements for CR 412
2. Prepare exhibits to shown utilities in the area
3. Coordinate a permit with TX DOT for the intersection of CR 412 and FM 619
4. Prepare a preliminary engineering report to provided preliminary schematic with possible alternatives, construction cots and recommendations for the best alternative. A hydraulic analysis will be done on each of the crossings to provide proposed culvert crossings in the construction costs. There are 10 culvert crossings. The report will include Right of way needs exceeding the 80-foot criteria.
5. Attend project meetings with the County Engineer at least once a month.

Design Phase:

1. Provide a construction set of plans to include:
 - Title Sheet
 - Horizontal Alignment Data Sheet
 - Proposed culvert sections
 - Plan and Profile on roadway and roadside ditches
 - Provide TX DOT standards for Traffic Control, headwalls, MBGF, culverts and Erosion Control
 - Estimate and Quantity Sheets (including Driveways)
 - Storm Water Pollution Prevention Plan
 - Special Specifications and general Notes
 - Design Sections
 2. Attend project meetings
 3. Coordinate with Williamson County on scope of the geotechnical services to be provided by others.
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Deliverables

One set of 11 x 17 plans for the county, local utilities and Tx DOT review. A CD of the Microstation files and design calculations for the project.

Construction Phase

- Assist Williamson County in advertisement of the project for bids
- Review the bids on the project and answer questions that may arise.
- Prepare and issue routine change orders for approval and submission to Williamson County

ENGINEERING AND SURVEYING SERVICES EXCLUDED FROM THIS PROPOSAL AGREEMENT

The following engineering and survey services are considered outside the scope of services outlined in this agreement and may be provided on an hourly basis in accordance with the attached Fee Schedule, or a lump sum fee. No Additional Services shall be furnished without prior written authorization from Williamson County.

1. Services of a full time Project Representative and other field personnel, as may be required for on site construction inspection;
 2. Construction staking services;
 3. Preparation of property or easement descriptions outside those defined in Surveying Services;
 4. Appearance before regulatory agencies or preparation of permits;
 5. Special investigations or studies involving detailed consideration of operation, maintenance and overhead expenses, preparation of rate schedules, earnings and expense statements, special feasibility studies, appraisals, valuations, and material audits or inventories required for certification of force account construction performed by Williamson County;
 6. Assistance to Williamson County as an expert witness in a any litigation with third parties, arising from the construction of CR 412 improvements;
 7. Soil and foundation investigations, including test analyses or equipment;
 8. Pavement structure design;
 9. Detailed mill, shop and laboratory inspection of materials or equipment;
 10. Revisions to the construction plans after the scope of work has been established by Williamson County, other than to address review comments.
 11. Williamson County will be notified of any boundary conflicts which arise as a result of these survey operations. Resolution of potential conflicts is not a budgeted item since the number or extent of such conflicts can not be quantified at this time.
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Office Location: The engineer will perform the services under this agreement out of:

CivilTech Engineering Inc.
600 Round Rock West, #502
Round Rock Texas 78681

PRELIMINARY OPINION OF PROBABLE CONSTRUCTION COST

Based on the preliminary review of the project scope and assessment of the improvements resulting from field evaluations, CEI has prepared a preliminary opinion of probable construction cost for the improvements. It must be realized that this preliminary opinion was prepared from limited information and CEI cannot guarantee the accuracy of the cost. The preliminary opinion of probable construction cost is included.

The total costs for these engineering services will be \$ 65,063.99.

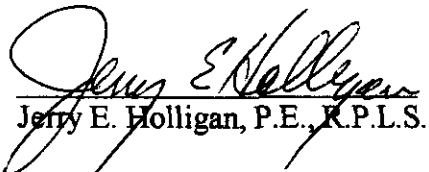
Invoices will be submitted monthly. We will assume that notice to proceed will be given in early March 2001. Surveying will begin that week and will take four to six weeks to complete. We will start on the project as soon as we receive the survey data. The preliminary engineering should take about 2 months and the plans set 6 months to complete. Attached is a detailed breakdown of the cost estimate.

An authorized signature in the space below will serve as the Williamson County approval of this agreement and our authorization to proceed. Please return one original, signed copy to this office. We can proceed with the work within 10 days of the notice to proceed. Our firms reserve the right to renegotiate this fee proposal, should notice to proceed not be granted within 90 calendar days.

We appreciate the opportunity to assist Williamson County with this important project. Should you need further information or have any questions, do not hesitate to call.

Sincerely,

Inland Civil Associates, LLC

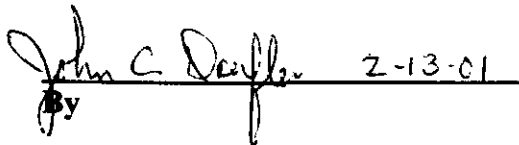

Jerry E. Holligan, P.E., K.P.L.S.

Attachment

CivilTech Engineering, Inc.


Melinda Luna, P.E.

Accepted by:
Williamson County Commissioners Court


By 2-13-01

2-8-2001
Date

AGENDA ITEM 26**Consider and take action on increasing liquor license fees to code for Co. Clerk.****Moved: Commissioner Boatright****Seconded: Judge Doerfler****Motion: To approve increasing liquor license fees to code for the County Clerk.****Vote: 5 - 0**

< Attachment >

Nancy E. Rister
 Williamson County Clerk
 nrister@wilco.org



P.O. Box 18
 Georgetown, TX 78627
 (512) 943-1515

Liquor License Fees**Wine & Beer License Fee:**

Hearing Notice	Alcoholic Bev. Code §61.31	\$5
County Clerk's Certification	Loc. Govt. Code §118.011	\$5
Additional copies certified		\$1 per copy
Records Management Fee	Loc. Govt. Code §118.011(b)(2)	\$5
Security Fee	Loc. Govt. Code §291.008	\$1

Late Hour Application Fee:

Hearing Notice	Alcoholic Bev. Code §61.31	\$5
County Clerk's Certification	Loc. Govt. Code §118.011	\$5
Additional copies certified		\$1 per copy
Records Management Fee	Loc. Govt. Code §118.011(b)(2)	\$5
Security Fee	Loc. Govt. Code §291.008	\$1

Mixed Beverage, Beverage Cartage Permit, Package Store Permit, Caterer's Permit:

County Clerk's Certification	Loc. Govt. Code §118.011	\$5
Additional copies certified		\$1 per copy

Mixed Beverage Late Hours Permit:

County Clerk's Certification	Loc. Govt. Code §118.011	\$5
Additional copies certified		\$1 per copy

Note: Do not charge double for records management and security fees if the permit for Late Hours is being filed for at the same time as the Wine & Beer License.

Approved 2-13-01
John A. Doerfler