

Marcus Vajdos, Mayor
Steve Bass
David Dominy



Allen Carpenter, Mayor Pro Tem
John Lisenby
Joy McCormack

Notice is Hereby Given of a Regular Meeting of the City Council City of Spring Valley Village, Texas, 1025 Campbell Road, Spring Valley Village, Texas, in the Council Chambers, November 19, 2024, beginning at 6:00 PM. For the Purpose of Considering and Acting upon the Following Items of Business:

A quorum of the Mayor and Council Members will be physically present. Some Council Members may participate by videoconference in accordance with the provisions of Section 551.127 of the Texas Government Code.

The meeting agenda and agenda packet are posted online at www.springvalleytx.com. In accordance with Texas Government Code, Sec. 551.127, on a regular, non-emergency basis, Councilmember may attend and participate in a meeting remotely by video conference. Should such attendance transpire, a quorum of the Council will be physically present at the location noted above on this agenda.

The video link to this meeting is: <https://us02web.zoom.us/j/85894952637>

The public toll-free dial-in numbers to participate in the telephonic meeting are 1-346-248-7799 (Houston), 1-253-215-8782 (US), and 1-301-715-8592 (US); enter the Meeting ID: 896 6535 1089 and #.

The public will be permitted to offer public comments telephonically as provided by the agenda and as permitted by the presiding officer during the meeting.

A recording of the telephonic meeting will be made, and will be available to the public in accordance with the Open Meetings Act upon written request.

1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT

2. PLEDGE OF ALLEGIANCE

2.1 American Flag

2.2 Texas Flag - Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.

3. INTRODUCTIONS

4. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

- 4.1 FBI - LEEDA (Law Enforcement Executive Development Association) Agency Trilogy Award

5. PUBLIC COMMENTS

At this time, any person with City-related business may speak to the Council. In compliance with the Texas Open Meetings Act, the City Council may not deliberate. Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.

6. CONSENT AGENDA

All matters listed under consent agenda, are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- 6.1 Minutes for Regular Council Meeting on October 22, 2024.

- 6.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Estimate No. 7 Brighton Place Pavement & Utility Improvement Project

- 6.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Pay Estimate No. 7 for On Par Civil Services for the Cedarspur/Burkhart project.

- 6.4 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Change Order No 3 - Cedarspur (West of Bingle) & Burkhart (East of Bingle) Pavement & Utility Improvement Project - On Par Civil Services, LLC.

7. DEPARTMENT REPORTS

- 7.1 Police Department Report
- 7.2 Finance Department - Quarterly Investment Report
- 7.3 Public Works Update

8. OLD BUSINESS

- 8.1 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Appointments/Re-appointments to Boards and Commissions

9. NEW BUSINESS

- 9.1 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Villages Mutual Insurance Group Recommended Insurance Carriers for Plan Year 2025, to include United Health Care for Medical, Dental, and Vision; and The Hartford Group for Life/AD&D, Long-Term Disability, and Supplemental Life for the City of Spring Valley Village's Employee Benefits

- 9.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approving IDS Engineering Group proposal to provide professional engineering services for rehabilitation of the Home Depot Lift Station
- 9.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Cobb, Fendley & Associates, Inc.'s proposal to provide Professional Engineering Services for the Croes Drive Pavement & Utility Improvement Project
- 9.4 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Cobb, Fendley & Associates, Inc.'s proposal to provide Professional Engineering Services for the Merlin Court and Spring Oak Circle Pavement and Utility Improvement Project
- 9.5 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of a proposed Traffic Study on Bingle Road from Cobb, Fendley & Associates (CobbFendley)

10. EXECUTIVE SESSION

The City Council Will Now Hold A Closed Executive Meeting Pursuant To The Provision Of Chapter 551, Government Code, Vernon's Texas Codes Annotated, In Accordance With The Authority Contained In:

- 10.1 Section 551.087 – Deliberation Regarding Economic Development Negotiations: (1) to discuss or deliberate regarding commercial or financial information that the governmental body has received from a business prospect that the governmental body seeks to have locate, stay, or expand in or near the territory of the governmental body and with which the governmental body is conducting economic development negotiations; or (2) to deliberate the offer of a financial or other incentive to a business prospect described by Subdivision (1).

11. RECONVENE

12. ADJOURNMENT

Agenda items may not necessarily be considered in the order that they appear. With regard to any item, Council may take various actions, including but not limited to rescheduling an item in its entirety or for particular action at a future date or time.

The City Council reserves the right to convene in executive session from time to time as deemed necessary during this meeting to discuss any of the matters listed in the agenda, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts & Donations), 551.074 (Personnel Matters), 551.076 (Deliberations Regarding Security Devices) or 551.087 (Deliberations Regarding Economic Development Negotiations).

I certify that a copy of the November 19, 2024, agenda of items to be considered by City Council was posted on or before the 15th day of November 2024, at 5:00 p.m. pursuant to the Open

Meetings Act, Chapter 551 of the Texas Government Code.

Attest:


Jasmin Torres
City Secretary



In compliance with the Americans with Disabilities Act, this facility is wheelchair accessible and accessible parking spaces are available. To better serve attendees, requests for accommodations or interpretive services should be made 48 hours prior to this meeting. Please contact the City Secretary's office at 713-465-8308, Fax 713-461-7969, or [Email Jasmin Torres](#) for further information.



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	Minutes for Regular Council Meeting on October 22, 2024.

BACKGROUND:

ATTACHMENTS:	10-22-2024 Minutes
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:

**MINUTES OF THE REGULAR CITY COUNCIL MEETING
CITY OF SPRING VALLEY VILLAGE, TEXAS
TUESDAY, OCTOBER 22, 2024, AT 6:00 P.M.
IN THE COUNCIL CHAMBERS OF CITY HALL
1025 CAMPBELL ROAD, HOUSTON, TEXAS**

1. CALL THE ROLL AND ANNOUNCE A QUORUM IS PRESENT

With a quorum of the Council Members present, the Regular Meeting of the Spring Valley Village City Council was called to order by Mayor Vajdos at 6:00 p.m.

Members Present:

Mayor Marcus Vajdos

Mayor Pro Tem Allen Carpenter

Council Member Steve Bass

Council Member David Dominy (by videoconference)

Council Member John Lisenby

Council Member Joy McCormack

Members Absent:

None.

2. PLEDGE OF ALLEGIANCE

2.1 American Flag

2.2 Texas Flag

During the Regular City Council Meeting, scouts from Troop 642 led the City Council, City staff, and visitors in the Pledge of Allegiance.

3. INTRODUCTIONS

John McDonald, City Administrator

Loren Smith, City Attorney

Jasmin Torres, City Secretary

Kristina Watson, Public Works Director

Abbey Anderson, Assistant to City Administrator

Brent Walker, City Treasurer

Susan Thornhill, Assistant City Treasurer

Mark Schulze, Chief of Police

Justin Lane, Assistant Chief of Police

Carlos Menchaca, Police Captain

4. PROCLAMATIONS / ANNOUNCEMENTS / SWEARING-IN

4.1 Proclamation for Municipal Courts Week – November 4-8, 2024

Mayor Vajdos read the proclamation aloud and declared November 4-8, 2024, Municipal Courts Week in Spring Valley Village.

4.2 Honoring Citizen Contributions

- Commissioner Tom Ramsey

Mayor Vajdos asked for the proclamation for Commissioner Tom Ramsey to be

addressed later in the meeting to allow time for Commissioner Ramsey to arrive.

- Commission Member Louise Richman
Mayor Vajdos presented former Mayor and Commissioner Member Louise Richman with a plaque expressing gratitude and appreciation from the City for her years of service to Spring Valley Village.

5. PUBLIC COMMENTS

5.1 PUBLIC COMMENTS (THREE MINUTE LIMIT)

At this time, any person with City-related business may speak to the Council. In compliance with the Texas Open Meetings Act, the City Council may not deliberate.

Comments from the public should be limited to a maximum of three (3) minutes per individual speaker.

- 5.1.1 Danielle Kilpatrick, who lives at 8510 Burkhart Road, addressed the City Council regarding her concerns and communication issues she has experienced during the City's ongoing Capital Improvement Projects such as Cedarspur (W of Bingle) and Burkhart (E of Bingle) Pavement and Utility Improvement Project.

5.2 PERSONAL APPEARANCES (Public Comments)

Any person or group desiring to have their name on the agenda to appear before the City Council during the public comments portion of the meeting shall contact the City Secretary before 12:00 noon on the Tuesday immediately preceding the Council meeting and request recognition, in writing, during the public comments period. Such citizen or group shall specify to the City Secretary their name, address, and matter to be discussed. **A time limit of eight (8) minutes shall be imposed unless waived, dispensed with, shortened, or lengthened by consent of a majority of the members of the Council.** The City Council may take action during the personal appearances if the agenda item is sufficient to do so. This provision shall not apply to special public hearings called by the Council for specific purposes.

- 5.2(a) Mike Baker, Development in Spring Valley Village.

Mr. Baker had previously notified staff that he would not be in attendance.

6. CONSENT AGENDA

All matters listed under consent agenda, are considered to be routine by the City Council and will be enacted by one motion. There will not be a separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.

- 6.1 Minutes for Regular Called City Council Meeting on September 24, 2024.

- 6.2 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Application No. 6 for Brighton Place Pavement and Utility Improvement Project to Conrad Construction, Ltd in the amount of \$227,621.11.

- 6.3 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 24-XX – A resolution of the City Council of the City of Spring Valley Village, Texas, approving the terms and conditions of change order No. 1 to the agreement by and between the City of Spring Valley Village, Texas and Conrad Construction, Ltd. for the Brighton Place Pavement and Utility Improvement Project; providing for the incorporation of preamble; authorizing the Mayor to execute any and all documents necessary to effectuate such agreement; and providing an effective date.
- 6.4 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Application No. 6 for Cedarspur (W of Bingle) and Burkhart (E of Bingle) Pavement and Utility Improvement Project in the amount of \$265,981.80.
- 6.5 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Ordinance Number 2024-XX – AN ORDINANCE OF THE CITY OF SPRING VALLEY, TEXAS, PROVIDING FOR AN OFFICIAL NEWSPAPER FOR THE CITY; PROVIDING FOR THE REPEAL OF ORDINANCES, RESOLUTIONS, OR POLICIES INCONSISTENT HEREWITH; AND PROVIDING FOR SEVERABILITY.
- 6.6 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Resolution Number 24-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING AN INTERLOCAL AGREEMENT BETWEEN HARRIS COUNTY, TEXAS AND THE CITY OF SPRING VALLEY VILLAGE, TEXAS, TO HOUSE, SUPPORT, MAINTAIN, AND CONFINE MUNICIPAL PRISONERS IN HARRIS COUNTY JAILS; PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING EXECUTION OF THE AGREEMENT BY THE MAYOR; AND PROVIDING AN EFFECTIVE DATE.
- 6.7 **CONSIDERATION AND POSSIBLE ACTION CONCERNING:** Approval of Pay Application No. 1 for the Water Plant Electrical Project (2024-05-101) to McDonald Municipal and Industrial A division of C.F. McDonald Electric Inc. in the amount of \$71,100.00.

Council Member McCormack made a motion to approve all items on the Consent Agenda, and Council Member Bass seconded the motion. Motion carried 4-0.

7. DEPARTMENT REPORTS

7.1 Public Works Update

1. Brighton Place Project Update

Public Works Director Kristina Watson informed the Council that the water main has been installed around the circle in Brighton Place and TCH has begun installation along Winningham. They will begin connection residents to the new water main this week. Roadway paving has been completed on Burkhart Court and they have begun pouring the roadway on the east side of Krist. waterline subcontractor, TCH, has almost completed the installation of the new water main around the circle and is making their last tie-in on Krist Drive.

2. Cedarspur (West of Bingle) & Burkhart (East of Bingle) project update

Public Works Director Kristina Watson informed the Council that pavement on the North side of Burkhart is nearing completion, and On Par is preparing to begin concrete work on the South side. The water main and storm sewer has been placed on Burkhart. The water main has been installed on Cedarspur and pavement work has begun.

3. TCEQ Lead and Copper Inventory Update

Ms. Watson refreshed the Council on the conversation from last year regarding the new rules implemented by the EPA and City staff beginning their inventory. The initial inventory was due to the state on October 16, 2024. Of our total of 1,559 (one thousand five-hundred fifty-nine) water line services supplying drinking water, 916 (nine hundred and sixteen) were classified as lead or unknown. As part of the new Lead and Copper requirements, the City mailed letters to any residents that met the conditions of “Lead” or “Unknown.” The letters were mailed Thursday and Friday of last week. These letters are required to be sent within 30 (thirty) days of the initial recovery deadline and on an annual basis as long as the material remains classified as “lead” or “unknown.” Additionally, as required, the entire inventory is available on the City’s website under the Public Works tab.

7.2 Police Department Update

1. Number of calls for service – 3,190
2. Number of traffic violations – 1,091
3. Chief Schulze covered highlights of National Night Out on October 1, 2024.
4. The School of the Woods had the Police Department conduct a safety and alert training with their school personnel.

At this time, Mayor Vajdos asked to return to Agenda Item 4 for Item 4.2. Mayor Vajdos read the proclamation aloud and declared October 22, 2024, as Tom Ramsey Day in Spring Valley Village. Commissioner Ramsey thanked City Council and the City and said a few words of appreciation.

8. OLD BUSINESS

8.1 UPDATE, DISCUSSION AND POSSIBLE DIRECTION CONCERNING:
Activities of the Village Fire Department Commissioners Meeting on September 25, 2024, and Any Special Meetings That May Have Occurred since September 25, 2024. (Mayor Pro-Tem Carpenter / Council Member Lisenby)

- Presentation of the Village Fire Department Report

Chief Miller presented the Village Fire Department updates for September 2024 to include updates on staffing, equipment, major calls, and ongoing projects. The Chief introduced Amy Buckert, the VFD’s new Administrator/Finance Director

9. NEW BUSINESS

9.1 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of a Request from the Village Fire Department to amend their 2024 Fiscal Year Budget through the proposed Budget Amendment 2024-01.

Council Member McCormack motioned to approve a request from the Village Fire Department to amend their 2024 Fiscal year Budget through the proposed Budget Amendment 2024-01, and Council Member Bass seconded the motion. Motion carried 4-0.

9.2 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Resolution No. 24-XX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS DESIGNATING A REPRESENTATIVE AND AN ALTERNATE TO THE HOUSTON-GALVESTON AREA COUNCIL 2024 GENERAL ASSEMBLY; AND PROVIDING AN EFFECTIVE DATE.

Mayor Vajdos read the Resolution by caption only. Council Member McCormack motioned to approve Resolution 24-16 designation Council Member Bass as a representative and Mayor Vajdos as an alternate to the Houston-Galveston Area Council 2024 General Assembly, and Council Member Carpenter seconded the motion. Motion carried 4-0.

9.3 CONSIDERATION AND POSSIBLE ACTION CONCERNING: Ordinance No. 2024-XX – AN ORDINANCE AMENDING CHAPTER 8, PERSONNEL AND ADMINISTRATION, OF THE CODE OF ORDINANCES OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS BY AMENDING ARTICLE 8.1300, TO ADD REGULATIONS ESTABLISHING MONTHLY AND ANNUAL TIME LIMITS ON TIME SPENT BY CITY PERSONNEL RESPONDING TO VEXATIOUS REQUESTORS OF PUBLIC INFORMATION; REQUIRING THE MAINTENANCE OF RECORDS REGARDING TIME SPENT PRODUCING RECORDS FOR INDIVIDUAL REQUESTORS; PROVIDING FOR SAVINGS, AND SEVERABILITY CLAUSES; PROVIDING FOR AN EFFECTIVE DATE AND PUBLICATION.

Mayor Vajdos read the Ordinance by caption only. Council Member McCormack motioned to approve Ordinance 2024-16, and Council Member Carpenter seconded the motion. Motion carried 4-0.

10. ADJOURNMENT

Council Member McCormack motioned to adjourn the meeting at 6:52 p.m., and Council Member Carpenter seconded the motion. Motion carried 4-0.

Signed: _____
Marcus Vajdos
Mayor

Attest: _____

Jasmin Torres
City Secretary



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Pay Estimate No. 7 Brighton Place Pavement & Utility Improvement Project

BACKGROUND:	This is the 7th pay estimate to be submitted by Conrad Construction, Ltd., for the Brighton Place Pavement and Utility Improvement Project (2023-12-105) for work completed October 1 through October 31, 2024, in the amount of \$568,769.13. Pay application No 7 brings the Brighton Place project at 34.5% paid of the total contract amount of \$6,321,311.50.
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ATTACHMENTS:	Brighton Place Pay App No. 07
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	Both CobbFendley and City Staff have reviewed Pay Application No. 7 and recommend approval.
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November 11, 2024

City of Spring Valley Village
1025 Campbell Road
Houston, TX 77055

Re: Brighton Place Reconstruction
Payment Application #7
CFA Project No. 2212-056-01

Dear Kristina Watson:

Attached is Payment Application #7 from Conrad Construction Co., LTD for the above-referenced project. We have reviewed the enclosed payment application and find it to be correct with quantities verified to the extent practical in the field. Retainage in the amount of 10% is being held in accordance with the Contract Documents. We recommend approval of payment in the amount of \$568,769.13.

If you have any questions or require additional information, I can be contacted at (713) 462-3242.

Sincerely,

COBB, FENDLEY & ASSOCIATES, INC.

Jennifer Steen, PE
Sr. Project Manager

Application and Certificate for Payment

PROJECT: Brighton Place Reconstruction
OWNER: City of Spring Valley Village
ADDRESS: 1025 Campbell Road
 Houston, TX 77055

Estimate: #6

CONTRACT TIME

Notice to Proceed	4/29/2024	Initial Contract Time	365 days
Substantial Completion Date	8/10/2025	Current Approved Extensions	66 days
Final Completion Date	8/10/2025	Previous Approved Extensions	38 days
PAY PERIOD:	From: 10/1/2024	Total Contract Time	469 days
	To: 10/31/2024	Spent Days	185 days
		Days Remaining	284 days
		Rain Days To Date	0 days
		Percent of Contract Time Completed	39%

CHANGE ORDERS

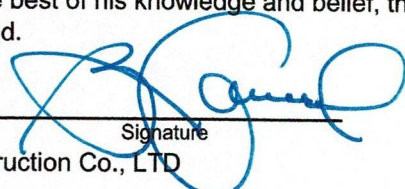
NO.	Date:	Amount:	Days:
Approved Change Orders:	0	11/7/2024	Rain Days to Date 28
	1	10/9/2024	\$70,637.00 38
Total Change Orders:		\$70,637.00	38

SUMMARY OF WORK COMPLETED

Original Contract Sum:	\$	6,250,674.50
Net Change by Change Orders:	\$	70,637.00
Contract Sum to Date:	\$	6,321,311.50
Total Completed and Stored to Date:	\$	2,197,397.54
Percent of Work Installed		35%
Retainage, (% of Completed Work:)		10%
Total Retainage:	\$	219,739.75
Total Earned Less Retainage:	\$	1,977,657.79
Less Previous Certificates of Payment:	\$	1,408,888.66
Current Payment Due:	\$	568,769.13

PAYMENT REVIEW AND APPROVAL

The undersigned Engineer certifies that to the best of his knowledge and belief, the scope of work for which payment is applied for has been satisfactorily completed.

Prepared By: Brian Conrad  Date: 11/7/24
 Print Name Signature
 Conrad Construction Co., LTD

Approved By: Jennifer Steen Date: 11/7/2024
 Print Name Signature
 Cobb, Fendley & Associates, Inc.

Accepted By: Kristina Watson Date: _____
 Print Name Signature
 City of Spring Valley Village

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #6 QUANTITY INSTALLED		Pay Estimate #7 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
A. SECTION 1 - GENERAL AND SITE WORK ITEMS - PRIMARY SITE											
1	Mobilization, Bonds, Insurance, Construction Staking, etc. (5% Max)	LS	1	\$ 300,000.00		0.00		0.00	1.00	\$ 300,000.00	100.00%
2	Installation of Project Sign	LS	1	\$ 1,650.00		0.00		0.00	1.00	\$ 1,650.00	100.00%
3	Contractor to Coordinate with Adjacent Property Owners and Public Entities on Advance Notification of Traffic Phasing Changes, Mail, Parking, Driveway Access, etc.	MO	12	\$ 3,750.00	1.00	3,750.00	1.00	3,750.00	6.00	\$ 22,500.00	50.00%
4	Construction photographs	LS	1	\$ 1,400.00		0.00		0.00	0.00	\$ -	0.00%
5	TPDES Submittal	LS	1	\$ 1,000.00		0.00		0.00	1.00	\$ 1,000.00	100.00%
6	Construction Material Testing, approved geotechnical companies include Alpha Testing, Terracon, Riner Engineering, and QC Laboratories, Inc.	LS	1	\$ 105,000.00	0.08	8,400.00	0.08	8,400.00	0.49	\$ 51,450.00	49.00%
7	Bypass Pumping for Sanitary Sewer	LS	1	\$ 4,500.00		0.00		0.00	0.00	\$ -	0.00%
8	Control of Ground and Surface Water, Including Bypass Pumping	LS	1	\$ 1.00		0.00		0.00	0.00	\$ -	0.00%
9	Removal of Existing Traffic Signs	EA	10	\$ 100.00		0.00		0.00	0.00	\$ -	0.00%
10	Provide and Install New Signs, Including Stop, Speed, Street Name, Speed Hump Sign and Children at Play	EA	26	\$ 700.00		0.00		0.00	0.00	\$ -	0.00%
11	Provide Traffic Control Throughout Project Duration. Include Mobile Changeable Traffic Signs, Flag Men, Low Profile Barriers, Barrels, Cones, Etc. as Needed for Each Phase of Construction	LS	1	\$ 110,000.00	0.08	8,800.00	0.08	8,800.00	0.64	\$ 70,400.00	64.00%
12	Tree and Plant Protection, Including Root Pruning, Crown Cleaning Prune	LS	1	\$ 50,000.00	0.10	5,000.00	0.10	5,000.00	0.45	\$ 22,500.00	45.00%
13	Removal of Tree 0 – 11.99" (or Palm Tree), species varies.	EA	1	\$ 1,050.00		0.00		0.00	1.00	\$ 1,050.00	100.00%
14	Removal of Tree 12 – 29.99", species varies	EA	8	\$ 1,550.00		0.00		0.00	4.00	\$ 6,200.00	50.00%
15	Removal of Tree 30 – 45", species varies	EA	2	\$ 2,100.00		0.00		0.00	0.00	\$ -	0.00%
16	Storm Water Pollution Prevention Including Inlet Protection, Construction Access, Stabilized Entrance, Complete in Place. Replace SWPP as needed during construction. Remove SWPP at construction completion.	LS	1	\$ 8,500.00	0.08	680.00	0.08	680.00	0.52	\$ 4,420.00	52.00%

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #6 QUANTITY INSTALLED		Pay Estimate #7 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
17	Complete Removal of Sanitary Sewer as Needed for Construction. Sanitary sewer may be abandoned in place, where not in conflict with proposed utilities.	LF	333	\$ 16.50		0.00		0.00	0.00	\$ -	0.00%
18	Purchase and Installation of Temporary Mailboxes, Complete in Place	EA	119	\$ 100.00	13.00	1,300.00	3.00	300.00	50.00	\$ 5,000.00	42.02%
19	Purchase and Installation of St. Augustine Block Sodding, Including Sod, Fertilizer, Topsoil, Watering, Complete in Place	SY	9,440	\$ 6.75		0.00		0.00	0.00	\$ -	0.00%
20	Purchase and Installation of 4-Foot Precast Concrete Manholes, Complete in Place	EA	2	\$ 7,000.00		0.00		0.00	0.00	\$ -	0.00%
21	Rehabilitation of Existing Manhole, Complete in Place	EA	2	\$ 4,500.00		0.00		0.00	0.00	\$ -	0.00%
22	Grade and Shape Between Road and ROW	SY	9,440	\$ 1.50		0.00		0.00	0.00	\$ -	0.00%
23	Remove Existing Mailboxes, Place at Road ROW, Reinstall Existing Mailbox to Permanent Location Upon Completion of Phase, Complete in Place	EA	119	\$ 100.00	5.00	500.00	23.00	2,300.00	54.00	\$ 5,400.00	45.38%
24	Remove and Cap Irrigation Line at Road Right-of-Way. Paid per Each Property that has Irrigation Inside the Road Right-of-Way	Lot	35	\$ 550.00	11.00	6,050.00	2.00	1,100.00	43.00	\$ 23,650.00	122.86%
25	Removal and Proper Disposal of Storm Sewer, Back Fill Void with Select Fill, Complete in Place	LF	2,588	\$ 15.00		0.00	70.00	1,050.00	182.00	\$ 2,730.00	7.03%
26	Removal and Proper Disposal of Storm Sewer Inlets & Manholes, Back Fill Void with Select Fill, Complete in Place	EA	21	\$ 900.00		0.00	3.00	2,700.00	6.00	\$ 5,400.00	28.57%
27	Abandon And Grout Fill Existing Storm Sewer, All Sizes	LF	298	\$ 70.00		0.00		0.00	0.00	\$ -	0.00%
28	Abandon and Fill Existing 8-inch Diameter Sanitary Sewer Line	LF	253	\$ 15.00		0.00		0.00	0.00	\$ -	0.00%
29	Removal of Landscaping Hardscape, Including Blocks, Bricks, Pavers, etc. Located Inside Road ROW and Stockpile at Road ROW	LS	1	\$ 20,000.00	0.08	1,600.00	0.08	1,600.00	0.34	\$ 6,800.00	34.00%
30	Trench Safety System, Including Storm Sewer, Water Line, Bore Pits, Sanitary Sewer	LF	4,141	\$ 1.00		0.00	172.00	172.00	681.00	\$ 681.00	16.45%
31	Complete Removal and Proper Disposal of Pavement (Thickness Varies), Including Driveways, Walkways and Curb	SY	22,256	\$ 6.50	2,225.60	14,466.40	876.67	5,698.36	8,527.65	\$ 55,429.73	38.32%
32	Roadway Excavation and Haul-Off	CY	4,650	\$ 1.00	360.00	360.00	270.00	270.00	1,571.00	\$ 1,571.00	33.78%

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #6 QUANTITY INSTALLED		Pay Estimate #7 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
33	Provide and Install 8-Inch Lime Stabilized Subgrade (5%), Including Lime, Manipulation, and Compaction, Complete in Place, per the geotechnical report.	SY	21,335	\$ 12.50	966.08	12,076.00	1,938.79	24,234.88	7,529.86	\$ 94,123.25	35.29%
34	Purchase and Installation of 12-inch Sanitary Sewer, Complete in Place	LF	594	\$ 195.00		0.00		0.00	0.00	\$ -	0.00%
35	Purchase and Installation of 6-Inch Diameter Water Line, by Trenchless Construction, Complete in Place	LF	1,075	\$ 90.00	162.00	14,580.00		0.00	1,075.00	\$ 96,750.00	100.00%
36	Purchase and Installation of 8-Inch Diameter Water Line, by Trenchless Construction, Complete in Place	LF	5,457	\$ 130.00	385.00	50,050.00	1,796.00	233,480.00	3,701.00	\$ 481,130.00	67.82%
37	Purchase and Installation of 8-Inch Diameter Water Line, by open cut Complete in Place	LF	542	\$ 175.00	178.00	31,150.00		0.00	178.00	\$ 31,150.00	32.84%
38	Water Tap and Service Line -Short Connections, Connect to Existing Meter, Complete in Place	EA	60	\$ 1,500.00		0.00	16.00	24,000.00	16.00	\$ 24,000.00	26.67%
39	Water Tap and Service Line -Long Connections, Connect to Existing Meter, Complete in Place	EA	65	\$ 2,500.00		0.00	20.00	50,000.00	20.00	\$ 50,000.00	30.77%
40	Purchase and Installation of 8-Inch Wet Connection, Complete in Place	EA	1	\$ 5,000.00		0.00		0.00	0.00	\$ -	0.00%
41	Cut, Plug, and Abandon Existing Diameter Water Lines size varies 4-Inch to 8-Inch, Complete in Place	LF	5,627	\$ 1.00		0.00	1,100.00	1,100.00	1,100.00	\$ 1,100.00	19.55%
42	Purchase and Installation of 8-Inch Tapping Sleeve & Valve, Complete in Place	EA	1	\$ 6,500.00	1.00	6,500.00		0.00	1.00	\$ 6,500.00	100.00%
43	Removal of Existing Fire Hydrant Assembly	EA	12	\$ 850.00	1.00	850.00	5.00	4,250.00	9.00	\$ 7,650.00	75.00%
44	Purchase and Installation of New Fire Hydrant Assembly, Complete in Place	EA	12	\$ 7,500.00	1.00	7,500.00	5.00	37,500.00	9.00	\$ 67,500.00	75.00%
45	Purchase and Installation of Concrete Junction Box JB01, Complete in Place	LS	1	\$ 54,500.00		0.00		0.00	0.00	\$ -	0.00%
46	Purchase and Installation of Concrete Junction Box JB02, Complete in Place	LS	1	\$ 50,000.00		0.00		0.00	0.00	\$ -	0.00%
47	Purchase and Installation of Concrete Junction Box JB03, Complete in Place	LS	1	\$ 40,000.00		0.00		0.00	0.00	\$ -	0.00%
48	Purchase and Installation of 4-Inch Yard Drain with Steel Curb Box, Complete in Place	EA	122	\$ 650.00	9.00	5,850.00	21.00	13,650.00	66.00	\$ 42,900.00	54.10%
49	Purchase and Installation of 24-Inch Storm Sewer (RCP or HP) by Open Cut, Including Cement Stabilized Sand, Complete in Place	LF	1,770	\$ 130.00		0.00	172.00	22,360.00	681.00	\$ 88,530.00	38.47%

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #6 QUANTITY INSTALLED		Pay Estimate #7 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
50	Purchase and Installation of 36-Inch Storm Sewer (RCP or HP) by Open Cut, Including Cement Stabilized Sand, Complete in Place	LF	378	\$ 200.00		0.00		0.00	0.00	\$ -	0.00%
51	Purchase and Installation of 42-Inch Storm Sewer (RCP or HP) by Open Cut, Including Cement Stabilized Sand, Complete in Place	LF	371	\$ 240.00		0.00		0.00	0.00	\$ -	0.00%
52	Purchase and Installation of 10-Foot by 5-Foot Reinforced Concrete Box by Open Cut, Complete in Place	LF	828	\$ 1,350.00		0.00		0.00	0.00	\$ -	0.00%
53	Purchase and Installation of Precast Type BB Inlet, Complete in Place	EA	19	\$ 5,000.00		0.00	5.00	25,000.00	9.00	\$ 45,000.00	47.37%
54	Purchase and Installation of Precast Type C Inlet, Complete in Place	EA	6	\$ 5,500.00		0.00		0.00	2.00	\$ 11,000.00	33.33%
55	Purchase and Installation of Precast Type C1 Inlet, Complete in Place	EA	2	\$ 7,300.00		0.00		0.00	0.00	\$ -	0.00%
56	Temporary Pavement, As Needed for Construction Phasing	LS	1	\$ 5,000.00		0.00		0.00	0.25	\$ 1,250.00	25.00%
57	Purchase and Installation of 6-Inch Concrete Pavement and Driveways, Complete in Place	SY	21,365	\$ 68.50	1,047.91	71,781.84	2,158.62	147,865.47	7,852.66	\$ 537,907.21	36.75%
58	Blue Reflective Marker Placed at each Fire Hydrant, Complete in Place	EA	12	\$ 15.00		0.00		0.00	0.00	\$ -	0.00%
59	4-Inch Yellow Broken Reflectorized Pavement Markings, Complete in Place	LF	4,750	\$ 1.75		0.00		0.00	0.00	\$ -	0.00%
60	4-Inch Yellow Median Striping Reflectorized Pavement Markings, Complete in Place	LS	1	\$ 2,500.00		0.00		0.00	0.00	\$ -	0.00%
61	12-Inch White Reflectorized Pavement Marking, Complete in Place	LF	100	\$ 15.00		0.00		0.00	0.00	\$ -	0.00%
62	24-Inch White Reflectorized Pavement Marking, Complete in Place	LF	150	\$ 20.00		0.00		0.00	0.00	\$ -	0.00%
63	White Reflectorized Turn Arrows Pavement Marking, Complete in Place	EA	4	\$ 375.00		0.00		0.00	0.00	\$ -	0.00%
64	Purchase and Installation of 4-Inch x 12-Inch Mountable Concrete Curb, Complete in Place	LF	10,574	\$ 4.50		0.00	1,490.00	6,705.00	3,527.00	\$ 15,871.50	33.36%
65	Purchase and Installation of 6-Inch Concrete Curb, Complete in Place	LF	852	\$ 6.00		0.00		0.00	0.00	\$ -	0.00%
66	Purchase and Installation of 4 1/2-Inch Concrete Walkway and Steps, Complete in Place	SF	3,951	\$ 9.50	175.59	1,668.11		0.00	758.30	\$ 7,203.85	19.19%
67	Adjust Traffic Signal Timing and Control Cabinet as Needed for Construction	LS	1	\$ 6,000.00		0.00		0.00	0.00	\$ -	0.00%

PAY ESTIMATE: #6											
ITEM NO.	ITEM DESCRIPTION	UNIT	UNIT QTY	UNIT PRICE	Pay Estimate #6 QUANTITY INSTALLED		Pay Estimate #7 QUANTITY INSTALLED		YEAR TO DATE		
					Quantity	Amount	Quantity	Amount	Quantity	Amount	Percent Comp.
68	Install New Traffic Loops to Ground Box. Match Existing Loop Size and Type. Revise signal timing to Preconstruction Conditions	LS	1	\$ 10,000.00		0.00		0.00	0.00	\$ -	0.00%
69	Purchase and Installation of Black Speed Cushion including White Pavement Markings, Complete in Place	EA	6	\$ 4,750.00		0.00		0.00	0.00	\$ -	0.00%
B. EXTRA WORK ITEMS											
1	Cure-in-Place Line Existing Storm Manhole, Complete in Place	EA	1	\$ 4,000.00		0.00		0.00	0.00	\$ -	0.00%
C. ALLOWANCE											
1	Construction Allowance for Unforeseen Circumstances Pre-Approved by the City (used for Change Order 1)	LS	1	\$ 25,000.00		0.00		0.00	0.00	\$ -	0.00%
CHANGE ORDER NO. 1											
CO1.1	Cured-in-Place Storm Sewer	LS	1	\$ 72,237.00		0.00		0.00	0.00	\$ -	0.00%
CO1.2	Short Side Service Lead (\$1,675 EA) 6 approved on CH 1	EA	6	\$ 1,675.00		0.00		0.00	0.00	\$ -	0.00%
CO1.3	Long Side Service Lead (\$2,225 EA) 6 approved on CH 2	EA	6	\$ 2,225.00		0.00		0.00	0.00	\$ -	0.00%
CO1.4	20 additional days for moving mailboxes	LS	1			0.00		0.00	0.00	\$ -	0.00%

Original Contract Amount: \$ 6,250,674.50	Total	252,912.34	Total	631,965.70
		25,291.23	Retainer 10%	63,196.57
	Total	227,621.11	Total	568,769.13
	Number of requested Rain Days:	1		1

Percent Complete Color Code:
In progress, under 100%
Complete, 100%
Over 100%



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Pay Estimate No. 7 for On Par Civil Services for the Cedarspur/Burkhart project.

BACKGROUND:	This is the 7th pay estimate to be submitted by On Par Civil Services, LLC., for the Cedarspur (West of Bingle) & Burkhart (East of Bingle) Pavement and Utility Improvement Project (2023-09-103) for work completed, October 1 through October 31, 2024, in the amount of \$357,320.24. Pay application No 7 brings the Cedarspur (West of Bingle) and Burkhart (East of Bingle) Pavement and Utility Improvement Project to 49.5% paid of the total contract amount of \$3,035,912.80.
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ATTACHMENTS:	Pay Application #7 - Signed
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	Both Gessner Engineering and City Staff have reviewed Pay Application No. 7 and recommend approval.
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Cover Letter: Payment Application #7



GESSNER
ENGINEERING

TO: City of Spring Valley Village

(Owner)

Contact: Paving and Utility Improvements to Serve Cedarspur Drive (West of Bingle) and Burkhardt Road (East of Bingle)

(Insert name of Contract as it appears in the Contract Documents)

Owner's Contract No. 2023-09-103

Engineer: Gessner Engineering

Contractor: On Par Civil Services, LLC

On Par Civil Services, LLC has submitted Payment Application #7 for work through Oct 01, 2024 to Oct 31, 2024, in the amount of \$357,320.24. After review of work complete to date and material stored on-site, Gessner Engineering recommends the payment of \$357,320.24 to On Par Civil Services, LLC.

1. <u>Original Contract Amount:</u>	<u>\$2,978,252.8</u>
2. <u>Change Orders:</u>	<u>\$57660.00</u>
3. <u>Total Current Contract Amount:</u>	<u>\$3,035,912.8</u>
4. <u>Total Value of Work Completed to Date:</u>	<u>\$1,501,392.60</u>
5. <u>Total Materials Stored to Date:</u>	<u>\$0.00</u>
6. <u>Total Completed & Stored to Date:</u>	<u>\$1,501,392.60</u>
7. <u>Retainage (10%):</u>	<u>\$110,437.01</u>
8. <u>Total Completed, Less Retainage:</u>	<u>\$1,351,253.34</u>
9. <u>Total Amount of Prior Payments:</u>	<u>\$993,933.10</u>
10. <u>Current Due Amount:</u>	<u>\$357,320.24</u>
11. <u>Total Balance Remaining:</u>	<u>\$1,684,659.46</u>
12. <u>Notice to Proceed Date:</u>	<u>March 6, 2024</u>
13. <u>Project Estimated Completion Date:</u>	<u>December 31, 2024</u>

Samantha Beevers, PE
(ENGINEER)

Samantha Beevers

Recommend Payment:
See attached (Pay App)

PROJECT MANAGER
(TITLE)

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

PAGE 1 OF 2

TO : Gessner Engineering PROJECT: Paving and Utility Improvements APPLICATION NO: 7

Owner: City of Spring Valley Village

Cedarspur Dr and Burkhardt Rd

APPLICATION DATE: 10/31/24

Distribution to:

X OWNER
X ARCHITECT
X ENGINEER
X CONTRACTOR

FROM CONTRACTOR: On Par Civil Services, LLC
1220 Bialock Road Suite 300
Hou, Tx 77055

ARCHITECT:
Engineer: Gessner Engineering

Gessner Engineering

PERIOD FROM: 10/1/24
PERIOD TO: 10/31/24
PROJECT NO: 20-0109-01

CONTRACT DATE: March 6, 2024

CONTRACT FOR: Paving Improvements Cedarspur Dr and Berkhardt Road

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM \$ 2,978,252.80
2. Net Change by Change Orders \$ 57,660.00
3. CONTRACT SUM TO DATE (LINE 1 + 2) \$ 3,035,912.80
4. TOTAL COMPLETED & STORED TO DATE \$ 1,501,392.60
(Column G on G703)

5. RETAINAGE:

- a. 10% of Completed Work \$ 150,139.26
(Column D + E on G703)
 - b. 0% of Stored Material \$ 0.00
(Column F on G703)
Total Retainage (Lines 5a + 5b or
Total in Column I of G703 \$ 150,139.26
6. TOTAL EARNED LESS RETAINAGE \$ 1,351,253.34
(Line 4 Less Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT \$ 993,933.10
(Line 6 from Prior Certificate)

8. CURRENT PAYMENT DUE \$ 357,320.24

9. BALANCE TO FINISH, INCLUDING RETAINAGE \$ 1,684,659.46
(Line 3 Less Line 6)

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$57,660.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$57,660.00	\$0.00
NET CHANGES by Change Order		\$57,660.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by the Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: On Par Civil Services, LLC

By: Eddie G Breedlove Date: 10/31/24
Project Manager

State of: Texas
County of:
Subscribed and sworn to before me on:
Notary Public:
My Commission expires:

ARCHITECTS CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified).

0

ARCHITECT:

By: Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CONTINUATION SHEET

A/A DOCUMENT G703

PROJECT:

Paving and Utility Improvements

PAGE 2 OF 2

A/A Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached

In tabulations below, amounts are stated to the nearest dollar.

Use Column 1 on Contracts where variable retainage for line items may apply

Application No: 7
Application Date: 10/31/24
Period To: 10/31/24
Project No: 20-0109-01

ITEM NO.	DESCRIPTION OF WORK	Quantity	C		SCHEDULED VALUE	D		E	F	G		H	I
			Cost Per Unit			WORK COMPLETED FROM PREVIOUS APPLICATIONS	THIS PERIOD			MATERIALS PRESENTLY STORED	TOTAL COMPLETED AND STORED TO DATE		
General Items													
100	Mobilization, Bonds, and Insurance	1.00	\$80,756.00		\$ 80,756.00	\$ 80,756.00		-	-	\$ 80,756.00		-	-
101	Sodding Up to ROW(St Augustine or Zoysia), Complete in Place	4,829.00	\$8.00		\$ 38,632.00				-	-		\$ 38,632.00	-
102	Erosion Control (Permitting, Maintenance, Inspections and Reporting, and Measures Shown on the Plans	1.00	\$6,000.00		\$ 6,000.00	\$ 3,000.00		1,500.00	-	\$ 4,500.00		\$ 1,500.00	-
103	Tree Protection, Complete in Place	1.00	\$7,500.00		\$ 7,500.00	\$ 3,750.00		-	-	\$ 3,750.00		\$ 3,750.00	-
104	Furnish Construction Materials Testing, in Accordance with the plans and Specifications	1.00	\$16,000.00		\$ 16,000.00	\$ 9,500.00		1,500.00	-	\$ 11,000.00		\$ 5,000.00	-
105	Relocate, Replace, or Repair Private Irrigation Systems Located within the ROW, for Each Parcel Disturbed, Complete in Place	44.00	\$400.00		\$ 17,600.00				-	-		\$ 17,600.00	-
106	Temporary Store of CenterPoint pole at Public Works Yard and Transport back to site	2.00	\$1,100.00		\$ 2,200.00				-	-		\$ 2,200.00	-
Traffic Control													
200	6" Temporary Asphalt Paving, Type B Black Base	550.00	\$75.00		\$ 41,250.00	\$ 30,000.00		-	-	\$ 30,000.00		\$ 11,250.00	-
201	Remove and dispose of 8" Temporary Asphalt Paving	550.00	\$20.00		\$ 11,000.00			5,500.00	-	\$ 5,500.00		\$ 5,500.00	-
202	Temporary Crushed Limestone Driveways, Removal & Disposal as necessary after use	60.00	\$400.00		\$ 24,000.00	\$ 10,500.00		13,500.00	-	\$ 24,000.00		-	-
203	Temporary 15" ADS Plastic Culvert, Including Disposal after use	630.00	\$45.00		\$ 28,350.00	\$ 14,000.00		14,350.00	-	\$ 28,350.00		-	-
204	Traffic Control for All Phases	1.00	\$50,000.00		\$ 50,000.00	\$ 40,000.00		5,000.00	-	\$ 45,000.00		\$ 5,000.00	-
Demolition													
300	Demolition & Disposal of Existing Roadway Pavement including Base and Driveway Pavement including Base Material, and Sidewalks	8,020.00	\$10.00		\$ 80,200.00	\$ 42,600.00		37,600.00	-	\$ 80,200.00		-	-
301	Existing Street/Stop Sign to be Salvaged and Reinstalled after Construction	4.00	\$300.00		\$ 1,200.00	\$ 600.00		-	-	\$ 600.00		\$ 600.00	-
302	Existing Storm Grate Inlet, Junction Box, and Manhole to be removed.	40.00	\$600.00		\$ 24,000.00	\$ 12,000.00		8,500.00	-	\$ 20,500.00		\$ 3,500.00	-
303	Existing RCP Storm Sewer to be Removed (18" - 24")	2,476.00	\$25.00		\$ 61,900.00	\$ 25,000.00		15,000.00	-	\$ 40,000.00		\$ 21,900.00	-
304	Existing RCP Storm Sewer to be Grout Filled	303.00	\$15.00		\$ 4,545.00				-	-		\$ 4,545.00	-
305	Removal of Existing Trees (Sized: 5-14")	17.00	\$700.00		\$ 11,900.00	\$ 11,900.00		-	-	\$ 11,900.00		-	-
306	Removal of Existing Trees (Sized: 15" - 25")	6.00	\$1,100.00		\$ 6,600.00	\$ 6,600.00		-	-	\$ 6,600.00		-	-
307	Landscaped Areas in ROW to be Cleared	1.00	\$7,000.00		\$ 7,000.00	\$ 3,500.00		-	-	\$ 3,500.00		\$ 3,500.00	-
308	Existing Sanitary Sewer Manhole to be Removed	8.00	\$1,000.00		\$ 8,000.00			-	-	-		\$ 8,000.00	-
309	Grout Fill Existing 8" PVC Sanitary Sewer	1,720.00	\$10.00		\$ 17,200.00				-	-		\$ 17,200.00	-
310	Remove Existing 4" PVC Sanitary Sewer	833.00	\$12.00		\$ 9,996.00				-	-		\$ 9,996.00	-

311	Grout Fill Existing 6" Water Line (PVC) on Burkhart Road	1,550.00	\$10.00	\$	15,500.00			\$	-	\$	-	15,500.00	\$	-
312	Cut, Cap & Abandon Existing 6" Waterline	5.00	\$500.00	\$	2,500.00			\$	-	\$	-	2,500.00	\$	-
313	Remove Existing Fire Hydrant	5.00	\$1,000.00	\$	5,000.00			\$	-	\$	-	5,000.00	\$	-
314	Remove Existing Gate Valve (Waterline)	8.00	\$200.00	\$	1,600.00			\$	-	\$	-	1,600.00	\$	-
	Pavement and Earthwork													
400	Earthwork - Cut to Fill, to Design Grades (In Place)	60.00	\$50.00	\$	3,000.00			\$	3,000.00	\$	-	3,000.00	\$	-
401	Earthwork - Cut to Haul to Design Grades (In Place)	4,985.00	\$13.00	\$	64,805.00	\$	38,600.00	\$	20,000.00	\$	-	58,600.00	\$	6,205.00
402	Existing Subgrade Compaction (8")	9,275.00	\$9.00	\$	83,475.00	\$	38,123.00	\$	20,000.00	\$	-	58,123.00	\$	25,352.00
403	6" Concrete Pavement for Roadway, Complete in Place	6,523.00	\$108.00	\$	704,484.00	\$	195,000.00	\$	100,000.00	\$	-	295,000.00	\$	409,484.00
404	6" Concrete Pavement for Driveways	1,471.00	\$108.00	\$	158,868.00	\$	40,000.00	\$	60,000.00	\$	-	100,000.00	\$	58,868.00
405	4" Concrete Sidewalk, Complete in Place	95.00	\$165.00	\$	15,675.00	\$	4,650.00	\$	-	\$	-	4,650.00	\$	11,025.00
406	4" x 12" Laydown Curb, Complete in Place	3,425.00	\$12.00	\$	41,100.00			\$	-	\$	-	-	\$	41,100.00
407	Thermoplastic Pavement Marking, 24" Wide, Type 1 Solid, White	52.00	\$6.00	\$	312.00			\$	-	\$	-	-	\$	312.00
408	4" Curb Drainage Outfalls	5.00	\$350.00	\$	1,750.00			\$	-	\$	-	-	\$	1,750.00
409	6" Concrete Curb, Complete in Place (Including Transition from 4" Laydown Curb)	174.00	\$8.00	\$	1,392.00			\$	-	\$	-	-	\$	1,392.00
	Storm and Drainage													
500	Storm Sewer Trench Safety	2,282.00	\$1.00	\$	2,282.00	\$	1,810.00	\$	-	\$	-	1,810.00	\$	472.00
501	12" RCP Type III (Structural Backfill), Complete in Place	31.00	\$100.00	\$	3,100.00	\$	3,100.00	\$	-	\$	-	3,100.00	\$	-
502	18" RCP Type IV (Structural Backfill), Complete in Place	424.00	\$135.00	\$	57,240.00	\$	47,300.00	\$	7,780.00	\$	-	55,080.00	\$	2,160.00
503	24" RCP Type III (Structural Backfill), Complete in Place	570.00	\$115.00	\$	65,550.00	\$	63,625.00	\$	-	\$	-	63,625.00	\$	1,925.00
504	30" RCP Type III (Structural Backfill), Complete in Place	475.00	\$145.00	\$	68,875.00	\$	64,525.00	\$	4,350.00	\$	-	68,875.00	\$	-
505	36" RCP Type III (Structural Backfill), Complete in Place	78.00	\$165.00	\$	12,870.00	\$	12,780.00	\$	-	\$	-	12,780.00	\$	90.00
506	5' TXDOT Type C-1 Curb Inlet, Complete in Place	2.00	\$8,000.00	\$	16,000.00			\$	8,000.00	\$	-	8,000.00	\$	8,000.00
507	5' Curb Inlet, Type BB, Complete in Place	13.00	\$7,500.00	\$	97,500.00	\$	60,000.00	\$	-	\$	-	60,000.00	\$	37,500.00
508	Standard 5' Inside Diameter Storm Sewer Manhole, Complete in Place	5.00	\$4,500.00	\$	22,500.00	\$	22,500.00	\$	-	\$	-	22,500.00	\$	-
509	Standard 4' Inside Diameter Storm Sewer Manhole, Complete in Place	6.00	\$4,000.00	\$	24,000.00	\$	16,000.00	\$	4,000.00	\$	-	20,000.00	\$	4,000.00
510	Standard 2'x2' Concrete Junction Storm Sewer Box, Complete in Place	1.00	\$3,000.00	\$	3,000.00			\$	-	\$	-	-	\$	3,000.00
511	6" NDS Catch Basin Kit	6.00	\$2,200.00	\$	13,200.00			\$	-	\$	-	-	\$	13,200.00
512	Existing Private Storm Systems to be Reconnected from ROW to Proposed Public Storm Sewer (Includes Pipe, Fittings, & Furnishings, 6" PVC	280.00	\$85.00	\$	23,800.00	\$	8,500.00	\$	10,000.00	\$	-	18,500.00	\$	5,300.00

513	Existing Private Storm Systems to be Reconnected from ROW to Proposed Public Storm Sewer (Includes Pipe, Fittings, & Furnishings, 8" PVC	424.00	\$100.00	\$	42,400.00	\$	25,000.00	\$	10,000.00	\$	-	\$	35,000.00	\$	7,400.00	\$	-
514	Connect to Existing Grate Inlet Plug, 42" Opening	1.00	\$1,800.00	\$	1,800.00	\$	1,800.00	\$	-	\$	-	\$	1,800.00	\$	-	\$	-
	Water																
600	Water Line Trench Safety	1,828.00	\$0.10	\$	182.80	\$	156.10	\$	-	\$	-	\$	156.10	\$	26.70	\$	-
601	6" PVC C-900 DR 18 Waterline with Structural Backfill Complete in Place	668.00	\$40.00	\$	26,720.00	\$	16,720.00	\$	10,000.00	\$	-	\$	26,720.00	\$	-	\$	-
602	6" PVC C-900 DR 18 Waterline, Complete Place	1,160.00	\$50.00	\$	58,000.00	\$	50,500.00	\$	7,500.00	\$	-	\$	58,000.00	\$	-	\$	-
603	6" PVC C-900 DR 18 Waterline (By Bore)	227.00	\$105.00	\$	23,835.00	\$	23,835.00	\$	-	\$	-	\$	23,835.00	\$	-	\$	-
604	4" PVC C-900 DR 18 Waterline w/Structural Backfill, Complete in Place	13.00	\$25.00	\$	325.00						-	\$	-	\$	325.00	\$	-
605	2" Waterline Blow Off Valve Assembly	1.00	\$1,800.00	\$	1,800.00	\$	1,800.00	\$	-	\$	-	\$	1,800.00	\$	-	\$	-
606	6" x 4" Reducer, Complete in Place	1.00	\$45.00	\$	45.00	\$	45.00	\$	-	\$	-	\$	45.00	\$	-	\$	-
607	6" x 6" Tee, Complete in Place	7.00	\$100.00	\$	700.00	\$	700.00	\$	-	\$	-	\$	700.00	\$	-	\$	-
608	6" Gate Valve & Box, Complete in Place	14.00	\$1,950.00	\$	27,300.00	\$	21,450.00	\$	-	\$	-	\$	21,450.00	\$	5,850.00	\$	-
609	6" 45 Degree Bend, Complete in Place	13.00	\$65.00	\$	845.00	\$	665.00	\$	180.00	\$	-	\$	845.00	\$	-	\$	-
610	6" 22.5 Degree Bend, Complete in Place	1.00	\$65.00	\$	65.00	\$	65.00	\$	65.00	\$	-	\$	65.00	\$	-	\$	-
611	6" 11.25 Degree Bend, Complete in Place	4.00	\$65.00	\$	260.00	\$	260.00	\$	260.00	\$	-	\$	260.00	\$	-	\$	-
612	Standard Fire Hydrant Assembly with Storz, and Blue Pavement Markers Complete in Place	4.00	\$7,200.00	\$	28,800.00	\$	21,600.00	\$	-	\$	-	\$	21,600.00	\$	7,200.00	\$	-
613	Waterline Short Service Reconnection to New Meter Vault (2 - 1" Tap) Complete in Place	17.00	\$900.00	\$	15,300.00						-	\$	-	\$	15,300.00	\$	-
614	Waterline Short Service Reconnection to New Meter Vault (1 - 2" Tap) Complete in Place	28.00	\$1,400.00	\$	39,200.00						-	\$	-	\$	39,200.00	\$	-
615	New Water Meter Vault w/Removal of Existing Vaults, Sized for Two Meters, Complete in Place	45.00	\$500.00	\$	22,500.00						-	\$	-	\$	22,500.00	\$	-
616	Connect to Existing 6" PVC Waterline	4.00	\$1,000.00	\$	4,000.00			\$	2,000.00		-	\$	2,000.00	\$	2,000.00	\$	-
	Sanitary																
700	Sanitary Sewer Trench Safety	2,735.00	\$1.00	\$	2,735.00						-	\$	-	\$	2,735.00	\$	-
701	Existing Manhole to be Rehabilitated, Line Interior w/Raven 405 Lining System and Replace Ring and Cover	2.00	\$3,500.00	\$	7,000.00						-	\$	-	\$	7,000.00	\$	-
702	Provide 6" Interior Drop Connection at Manhole Per City Details	1.00	\$2,000.00	\$	2,000.00						-	\$	-	\$	2,000.00	\$	-
703	12" PVC, SDR 26 Sanitary Sewer, Complete in Place by Open Cut	1,013.00	\$80.00	\$	81,040.00						-	\$	-	\$	81,040.00	\$	-
704	8" PVC, SDR 26 Sanitary Sewer, Complete in Place	388.00	\$80.00	\$	31,040.00						-	\$	-	\$	31,040.00	\$	-
705	6" SDR -26 Sanitary Sewer, Complete	62.00	\$65.00	\$	4,030.00						-	\$	-	\$	4,030.00	\$	-
706	8" DIP Sanitary Sewer, Complete in Place by Open Cut	311.00	\$125.00	\$	38,875.00			\$	19,437.50		-	\$	19,437.50	\$	19,437.50	\$	-
707	Standard 4' Inside Diameter Sanitary Sewer Manhole with City of Spring Valley Ring and Cover, Complete in Place	9.00	\$4,000.00	\$	36,000.00			\$	8,000.00		-	\$	8,000.00	\$	28,000.00	\$	-
708	4" SDR 26 Sanitary Sewer Connections, Provide Cleanout at ROW and reconnect to existing services	961.00	\$45.00	\$	43,245.00						-	\$	-	\$	43,245.00	\$	-

709	Post Construction CCTV Inspection along Burkhardt Drive and Burkhardt Road	1.00	\$6,500.00	\$	6,500.00				\$	-	\$	-	\$	6,500.00	\$	-	
710	Vacuum Test Sanitary Sewer Manhole	9.00	\$350.00	\$	3,150.00				\$	-	\$	-	\$	3,150.00	\$	-	
	Street Lights																
800	Stree Light Conduit, Including Installation of Pull Boxes and Warning Tape. Pull boxes and Warning Tape to be Furnished by Centerpoint Energy.	1,350.00	\$25.00	\$	33,750.00	\$	-	\$	-	\$	-	\$	-	\$	33,750.00	\$	-
	Cash Allowance Items																
Item 49	Centerpoint Street Light Allowance - Street Light and Pole Assembly	1.00	\$29,603.00	\$	29,603.00	\$	-	\$	-	\$	-	\$	-	\$	29,603.00	\$	-
	City of Spring Valley Contingence																
Item 49	City of Spring Valley Contingence	1.00	\$300,000.00	\$	300,000.00	\$	-	\$	-	\$	-	\$	-	\$	300,000.00	\$	-
				\$	2,978,252.80	\$	1,074,490.10	\$	397,022.60	\$	-	\$	-	\$	1,471,512.60	\$	1,506,740.20

Change Orders																	
1	Item # 200 Temporary Asphalt Paving	200.00	\$75.00	\$	15,000.00	\$	7,500.00	\$	-	\$	-	\$	-	\$	7,500.00	\$	750.00
1	Extra Traffic Control Phase 2 Step 1 and Phase 4 Step 2	4.00	\$4,640.00	\$	18,560.00	\$	4,640.00	\$	-	\$	-	\$	-	\$	4,640.00	\$	464.00
1	Initial Fee Move IN/OUT (\$1,500/\$1,500)	4.00	\$1,500.00	\$	6,000.00	\$	1,500.00	\$	-	\$	-	\$	-	\$	1,500.00	\$	150.00
1	Move IN/OUT for Each Phase	2.00	\$1,950.00	\$	3,900.00	\$	1,950.00	\$	-	\$	-	\$	-	\$	1,950.00	\$	195.00
2	Item #512 - Existing Private Storm Systems to be Reconnected from ROW to Proposed Public Storm Sewer (Includes Pipe, Fittings, & Furnishings, 8" PVC	100.00	\$85.00	\$	8,500.00	\$	8,500.00	\$	-	\$	-	\$	-	\$	8,500.00	\$	850.00
2	Item #302 Existing Storm Grate Inlet to be Removed	0.00	\$0.00	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-	\$	-
2	Item #303 Existing Storm Swr Removal	100.00	\$25.00	\$	2,500.00	\$	2,500.00	\$	-	\$	-	\$	-	\$	2,500.00	\$	250.00
2	Item # 305 Removal of Existing Trees (Sized: 15" - 25")	3.00	\$700.00	\$	2,100.00	\$	2,100.00	\$	-	\$	-	\$	-	\$	2,100.00	\$	210.00
2	Item #306 Removal of Existing Trees (Sized: 15" - 25")	1.00	\$1,100.00	\$	1,100.00	\$	1,100.00	\$	-	\$	-	\$	-	\$	1,100.00	\$	110.00
Sub Total Change Orders				\$	57,660.00	\$	3,200.00	\$	-	\$	-	\$	-	\$	29,790.00	\$	2,979.00
GRAND TOTAL				\$	3,035,912.80	\$	1,077,690.10	\$	397,022.50	\$	-	\$	-	\$	1,501,302.60	\$	1,506,740.20
																	2,979.00

Change Orders Pending		\$	-
1			
2			
3			
4			
5			
Total Change Orders Pending		\$	-



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Change Order No 3 - Cedarspur (West of Bingle) & Burkhart (East of Bingle) Pavement & Utility Improvement Project - On Par Civil Services, LLC.

BACKGROUND:	The City of Spring Valley Village entered into a contract with On Par Civil Services, LLC. for Pavement and Utility Improvements on Cedarspur (West of Bingle) and Burkhart (East of Bingle) on January 16, 2024. On Par is requesting Change Order Number 3 due to: • Additional 110 linear feet of AC pipe in need of replacement on Cedarspur • CenterPoint increase of cost for streetlight placement The proposed Change Order has a net increase of \$17,486.06.
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ATTACHMENTS:	20241111 - Change Order #3 Letter, Resolution 24-XX - Approving (Change Order No. 3 On Par)
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	Gessner Engineering and City Staff have reviewed Change Order No 3 and recommend approval.
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November 13, 2024

Kristina Watson
City of Spring Valley Village - Public Works Director
1025 Campell Road
Houston, Texas 77055-7495

Re: Change Order No.: 3
City of Spring Valley Village - Cedarspur, Burkhart Road, and Burkhart Street Project
City of Spring Valley Village, TX
Contract No.: 2023-09-103
Gessner Engineering Job No.: 21-0109

Dear Kristina,

Please find attached proposed Change Order Number 3 for the above referenced project. Change Order Number 3 is a result of Asbestos piping found at the waterline connection. For the safety of residents, and due to the age of the existing pipe, it is recommended to replace an additional 110 LF of piping to remove the asbestos piping, additional cost of adding a waterline valve on Cedarspur and CenterPoint Light pole installation. The proposal by On Par LLC has a net total increase of:

Net Total Increase with this Change Order: \$17,486.06

A quantity breakdown and Backup information for each item is attached to Change Order Number 3.

Gessner Engineering has reviewed this change order and recommends approval. If we may be of further assistance, or if you have any questions, please contact us at your convenience.

Sincerely,

GESSNER ENGINEERING, F-7451



Samantha Beevers, P.E.

On Par Civil Services, LLC

City of Spring Valley Village

Water Line of Cedarspur

Extend Water Line Between Cedarspur

ADDITIONAL LABOR ITEMS:	CREW	HRS	LABOR UNIT	LABOR COST
Remove and Reset Chain Link Fence				\$ -
Forman	1.00	4.00	\$ 55.00	\$ 220.00
Laborer	2.00	8.00	\$ 18.00	\$ 288.00
			\$ -	\$ -
SUBTOTAL LABOR:				\$ 508.00
BURDEN @ 55%:				\$ -
15% OF LABOR				\$ 76.20
TOTAL LABOR:				\$ 584.20

ADDITIONAL MATERIAL ITEMS:	MATERIAL COST	MATERIAL UNIT	MATERIAL COST
	\$ -	-	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL MATERIAL:			\$ -
MATERIAL @ 15% MARK-UP:			\$ -
TOTAL MATERIAL:			\$ -

ADDITIONAL EQUIPMENT ITEMS:	EQUIPMENT COST	EQUIPMENT UNIT	EQUIPMENT COST
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL EQUIPMENT:			\$ -
EQUIPMENT @ 15% MARK-UP:			\$ -
TOTAL EQUIP:			\$ -

ADDITIONAL SUBCONTRACTOR ITEMS:	QUANTITIES	UNIT PRICE	BID TOTALS
Item #602 6" PVC C900 DR 18	110.00	\$40.00	\$ 4,400.00
Item #608 6" Gate Valve	1.00	\$ 1,950.00	\$ 1,950.00
Item #616 Wet Connection	1.00	\$ 1,000.00	\$ 1,000.00
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL SUBCONTRACTOR ITEMS:			7,350.00
15% OVERHEAD ON SUB ITEMS:			0.00
TOTAL SUBCONTRACTOR ITEMS:			\$ 7,350.00

SUBTOTAL \$ 7,934.20
 2% BOND \$ 158.68
LINE ITEM TOTAL: \$ 8,092.88

LINE ITEM QTY: 1.00
 LINE ITEM UNIT PRICE: \$ 8,092.88
 LINE ITEM MARKUP: \$ 76.20
 LINE ITEM COST: \$ 8,016.68

On Par Civil Services, LLC

City of Spring Valley Village

Water Line of Cedarspur
Called out TS and V (8"x6")

ADDITIONAL LABOR ITEMS:	CREW	HRS	LABOR UNIT	LABOR COST
				\$ -
			\$ -	\$ -
			\$ -	\$ -
			\$ -	\$ -
SUBTOTAL LABOR:				\$ -
BURDEN @ 55%:				\$ -
15% OF LABOR				\$ -
TOTAL LABOR:				\$ -

ADDITIONAL MATERIAL ITEMS:	MATERIAL COST	MATERIAL UNIT	MATERIAL COST
	\$ -	-	\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL MATERIAL:			\$ -
MATERIAL @ 15% MARK-UP:			\$ -
TOTAL MATERIAL:			\$ -

ADDITIONAL EQUIPMENT ITEMS:	EQUIPMENT COST	EQUIPMENT UNIT	EQUIPMENT COST
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL EQUIPMENT:			\$ -
EQUIPMENT @ 15% MARK-UP:			\$ -
TOTAL EQUIP:			\$ -

ADDITIONAL SUBCONTRACTOR ITEMS:	QUANTITIES	UNIT PRICE	BID TOTALS
Veterans Tapping	1.00	\$3,500.00	\$ 3,500.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL SUBCONTRACTOR ITEMS:			3,500.00
15% OVERHEAD ON SUB ITEMS:			525.00
TOTAL SUBCONTRACTOR ITEMS:			\$ 4,025.00

SUBTOTAL \$ 4,025.00
2% BOND \$ 80.50
LINE ITEM TOTAL: \$ 4,105.50

LINE ITEM QTY: 1.00
LINE ITEM UNIT PRICE: \$ 4,105.50
LINE ITEM MARKUP: \$ 525.00
LINE ITEM COST: \$ 3,580.50

On Par Civil Services, LLC

City of Spring Valley Village

Change order for Centerpoint

ADDITIONAL LABOR ITEMS:	CREW	HRS	LABOR UNIT	LABOR COST
				\$ -
				\$ -
				\$ -
				\$ -
SUBTOTAL LABOR:				\$ -
BURDEN @ 55%:				\$ -
15% OF LABOR				\$ -
TOTAL LABOR:				\$ -

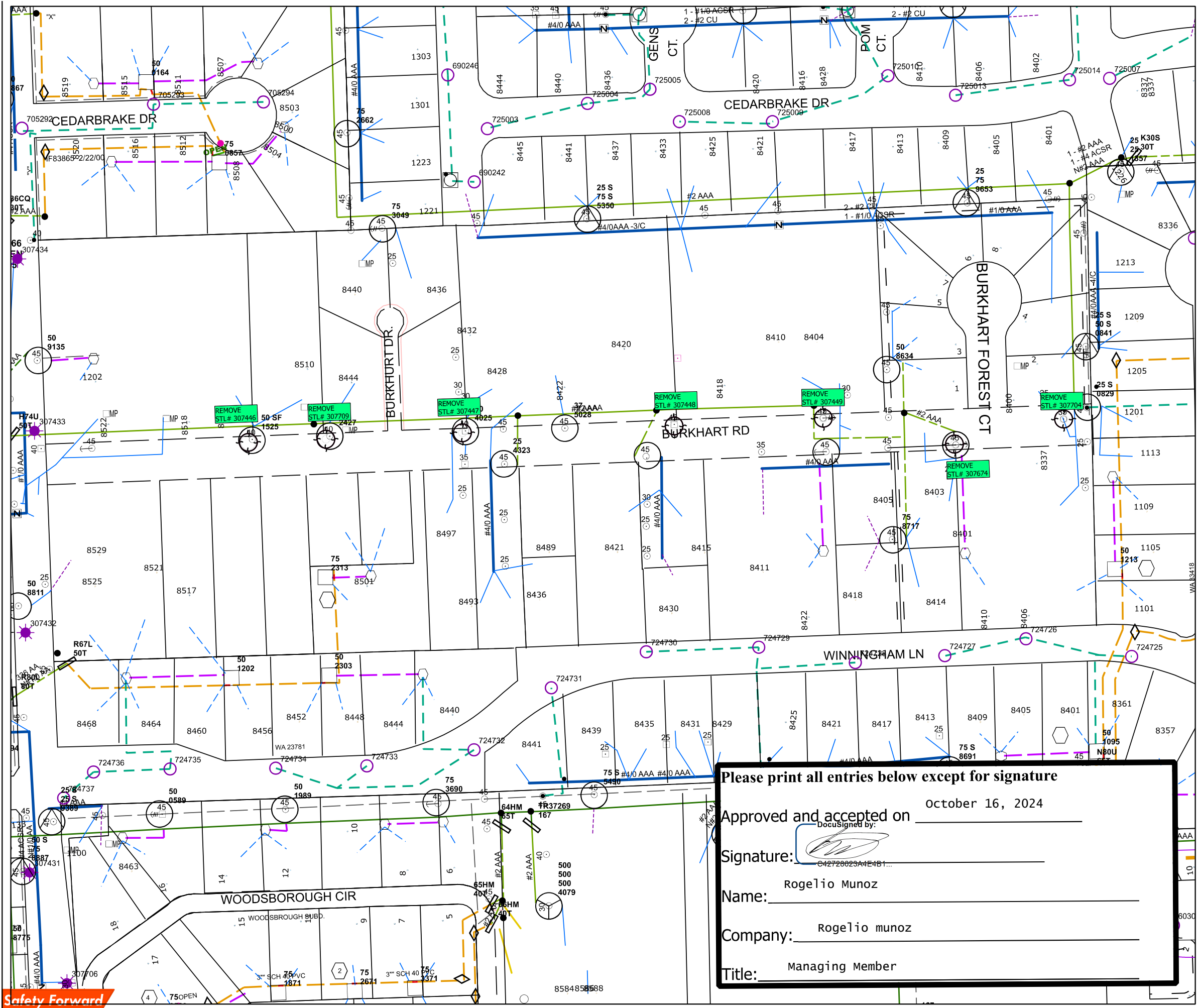
ADDITIONAL MATERIAL ITEMS:	MATERIAL COST	MATERIAL UNIT	MATERIAL COST
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL MATERIAL:			\$ -
MATERIAL @ 15% MARK-UP:			\$ -
TOTAL MATERIAL:			\$ -

ADDITIONAL EQUIPMENT ITEMS:	EQUIPMENT COST	EQUIPMENT UNIT	EQUIPMENT COST
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL EQUIPMENT:			\$ -
EQUIPMENT @ 15% MARK-UP:			\$ -
TOTAL EQUIP:			\$ -

ADDITIONAL SUBCONTRACTOR ITEMS:	QUANTITIES	UNIT PRICE	BID TOTALS
Centerpoint	1.00	\$5,184.00	\$ 5,184.00
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
			\$ -
SUBTOTAL SUBCONTRACTOR ITEMS:			5,184.00
15% OVERHEAD ON SUB ITEMS:			0.00
TOTAL SUBCONTRACTOR ITEMS:			\$ 5,184.00

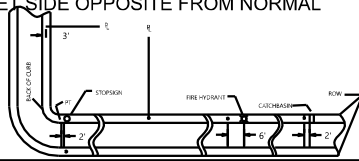
SUBTOTAL \$ 5,184.00
 2% BOND \$ 103.68
LINE ITEM TOTAL: \$ 5,287.68

LINE ITEM QTY: 1.00
 LINE ITEM UNIT PRICE: \$ 5,287.68
 LINE ITEM MARKUP: \$ -
 LINE ITEM COST: \$ 5,287.68



STREET LIGHT PLACEMENT DETAIL

STREET LIGHT STANDARDS WILL NORMALLY BE INSTALLED IN ROAD RIGHT OF WAY 3' BACK OF CURB AND IN ALIGNMENT WITH SIDE LOT OR REAR PROPERTY LINES, UNLESS THERE IS A CONFLICT WITH DRIVEWAY, FIRE HYDRANT, CATCH BASIN, WATERMETER, OTHER OBSTRUCTIONS, OR WHEN IES RECOMMENDS SPACING REQUIRE OTHERWISE. IN CASE OF CONFLICT WITH O.H. DISTRIBUTION AT REAR OF PROPERTY, STANDARD IS TO BE INSTALLED 8' NORTH OR WEST OF PROPERTY LINE. AT STREET INTERSECTIONS, STANDARDS ARE TO BE INSTALLED BEHIND STRAIGHT SECTION OF CURB 2' FROM TANGENT POINT. STANDARDS SHALL BE PLACED ON STREET SIDE OPPOSITE FROM NORMAL STOP SIGN LOCATIONS.



LIGHTING DESIGN SERVICES - LIGHTING LEGEND

IMPORTANT NOTE: READ SPECIAL INSTRUCTIONS BELOW AND REFERENCE ANY SPECIAL NEEDS THAT MAY BE SHOWN ON SKETCH.

NEW STREET LIGHT INSTALLATION SYMBOLS

SYMBOLS	QUANTITY		SINGLE LAMP WATTAGE AND TYPE (Circle One Lamp Type for Each Wattage)		LED LEGEND	
	OH - 0	UG - 0	100W HPS MH	150W HPS MH	175W HPS MH	250W HPS MH

DUAL UG ONLY LAMP WATTAGE AND TYPE
(Circle One Lamp Type for Each Wattage)

SYMBOLS	QUANTITY	100W HPS MH	150W HPS MH	175W HPS MH	250W HPS MH	400W HPS MH
	0		0		0	
	0		0		0	
	0		0		0	
	0		0		0	
	0		0		0	

ADDITIONAL INSTALLATION MATERIAL SYMBOLS

TP	0	TERMINAL POLE		0	RELAY
	0	PROPOSED WOOD POLE		0	PULLBOX
	0	12KV 35KV PROPOSED OVERHEAD TRANSFORMER			

UNDERGROUND CONDUCTOR (Check One)

	0	Direct Embedded Wire	☒
	---	Conduit and Wire	☒

OVERHEAD CONDUCTOR

#4 2/C TWIST (UNLESS OTHERWISE NOTED)

EXISTING STREET LIGHT SYMBOLS AND WATTAGES

	250 MH		70		100		150		175		250		400
--	--------	--	----	--	-----	--	-----	--	-----	--	-----	--	-----

INSTALLATION VOLTAGE: (Circle One Only) 120 240 480

DDS DESIGN

WO BY: Angela Pindell

PHONE: 713-945-3245

CELL: 281-620-6521

DATE: 11/30/21

TYPE: HLC3

W.O.#: 100806673

KEY MAP #: 5058

LAMBERT #: 450Z

SERVICE CENTER: SPRING BRANCH

SCALE - 1" = 142'

Street Light Notes

- All streets must be curbed and guttered prior to the installation of street lighting facilities unless otherwise approved by the Lighting Design Service Department.
- Dedicated street light easements are required along all placement of street lighting facilities when such facilities are installed along private streets. Street lighting will only be installed along private streets that can be accessed for maintenance and only when such a street is constructed in an easement intended to contain a private street, waterlines, sanitary sewer lines, storm sewer, and such other utility or franchise infrastructures as can be accommodated and which, for the purpose of established setback, will be considered to be the equal of a public street.
- The design of all streets, utility easements, and storm sewer easements must be approved by all appropriate reviewing agencies before the installation of street lighting.
- Street lighting will be installed to the recommendations of the illuminating Engineering Society unless otherwise requested and agreed upon in writing by the requestor of street lighting service.

Please print all entries below except for signature

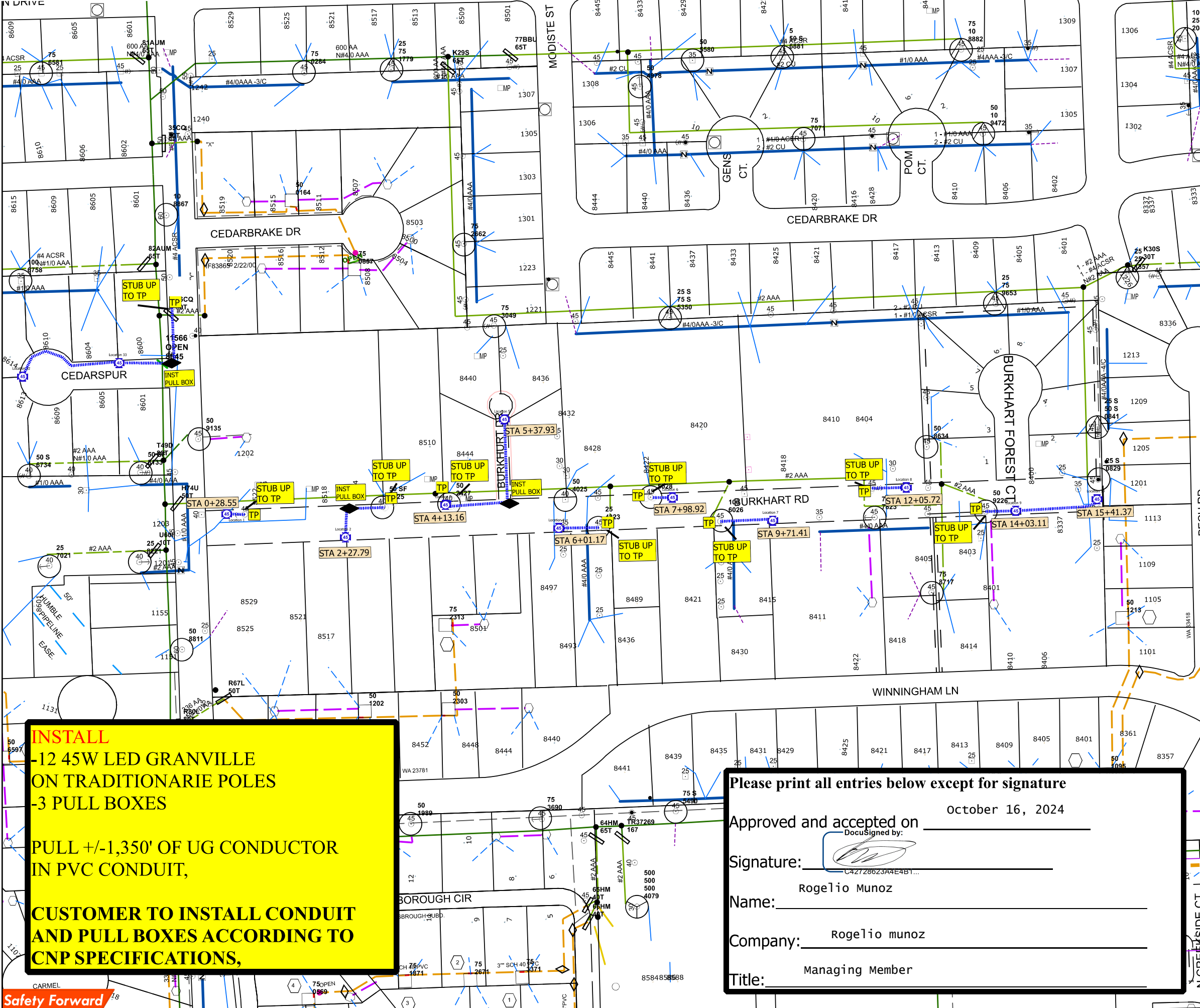
Approved and accepted on October 16, 2024

Signature: Rogelio Munoz

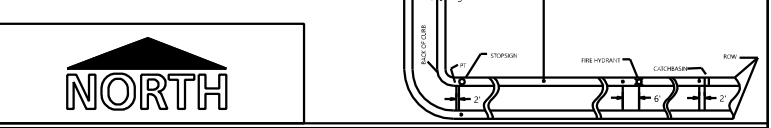
Name: Rogelio munoz

Company: Managing Member

Title: Managing Member



STREET LIGHT PLACEMENT DETAIL
STREET LIGHT STANDARDS WILL NORMALLY BE INSTALLED IN ROAD RIGHT OF WAY 3' BACK OF CURB AND IN ALIGNMENT WITH SIDE LOT OR REAR PROPERTY LINES, UNLESS THERE IS A CONFLICT WITH DRIVEWAY, FIRE HYDRANT, CATCH BASIN, WATERMETER, OTHER OBSTRUCTIONS, OR WHEN IES RECOMMENDS SPACING REQUIRE OTHERWISE. IN CASE OF CONFLICT WITH O.H. DISTRIBUTION AT REAR OF PROPERTY, STANDARD IS TO BE INSTALLED 8' NORTH OR WEST OF PROPERTY LINE. AT STREET INTERSECTIONS, STANDARDS ARE TO BE INSTALLED BEHIND STRAIGHT SECTION OF CURB 2' FROM TANGENT POINT. STANDARDS SHALL BE PLACED ON STREET SIDE OPPOSITE FROM NORMAL STOP SIGN LOCATIONS.



LIGHTING DESIGN SERVICES - LIGHTING LEGEND
IMPORTANT NOTE: READ SPECIAL INSTRUCTIONS BELOW AND REFERENCE ANY SPECIAL NEEDS THAT MAY BE SHOWN ON SKETCH.

NEW STREET LIGHT INSTALLATION SYMBOLS

SYMBOLS	QUANTITY		SINGLE LAMP WATTAGE AND TYPE (Circle One Lamp Type for Each Wattage)			
			LED LEGEND			
	OH - 0	UG - 0	100W HPS MH	☒ 45W	OH - 0	UG - 12
	OH - 0	UG - 0	150W HPS MH	☐ 95W	OH - 0	UG - 0
	OH - 0	UG - 0	175W HPS MH	☐ 115W	OH - 0	UG - 0
	OH - 0	UG - 0	250W HPS MH	☐ 180W	OH - 0	UG - 0

SYMBOLS	QUANTITY	DUAL UG ONLY LAMP WATTAGE AND TYPE (Circle One Lamp Type for Each Wattage)			
		LED LEGEND			
	0	100W HPS MH	☒ 45W	☐ 0	
	0	150W HPS MH	☐ 95W	☐ 0	
	0	175W HPS MH	☐ 115W	☐ 0	
	0	250W HPS MH	☐ 180W	☐ 0	

ADDITIONAL INSTALLATION MATERIAL SYMBOLS					
TP	9	TERMINAL POLE		0	RELAY
X	0	PROPOSED WOOD POLE		3	PULLBOX
	0	12KV 35KV PROPOSED OVERHEAD TRANSFORMER			

	1,350'	UNDERGROUND CONDUCTOR (Check One) Direct Embedded Wire ☐ Conduit and Wire ☒			
--	--------	--	--	--	--

	---	OVERHEAD CONDUCTOR #4 2/C TWIST (UNLESS OTHERWISE NOTED)			
--	-----	---	--	--	--

EXISTING STREET LIGHT SYMBOLS AND WATTAGES					
	250 MH		70		100
	150		175		250
	400				

INSTALLATION VOLTAGE: (Circle One Only) ☒ 120 ☐ 240 ☐ 480

DDS DESIGN

WO BY: Angela Pindell	W.O.#: 101215457
PHONE: 713-945-3245	KEY MAP #: 450Z
CELL: 281-620-6521	LAMBERT #: 5058
DATE: 1/5/21	SERVICE CENTER: SPRING BRANCH
TYPE: HLC1	SCALE - 1" = 166'

Street Light Notes
-All streets must be curbed and guttered prior to the installation of street lighting facilities unless otherwise approved by the Lighting Design Service Department.
-Dedicated street light easements are required along all placement of street lighting facilities when such facilities are installed along private streets. Street lighting will only be installed along private streets that can be accessed for maintenance and only when such a street is constructed in an easement intended to contain a private street, waterlines, sanitary sewer lines, storm sewer, and such other utility or franchise infrastructures as can be accommodated and which, for the purpose of established setback, will be considered to be the equal of a public street.
-The design of all streets, utility easements, and storm sewer easements must be approved by all appropriate reviewing agencies before the installation of street lighting.
-Street lighting will be installed to the recommendations of the illuminating Engineering Society unless otherwise requested and agreed upon in writing by the requestor of street lighting service.

INSTALL
-12 45W LED GRANVILLE
ON TRADITIONARIE POLES
-3 PULL BOXES

PULL +/-1,350' OF UG CONDUCTOR
IN PVC CONDUIT,

**CUSTOMER TO INSTALL CONDUIT
AND PULL BOXES ACCORDING TO
CNP SPECIFICATIONS,**

Please print all entries below except for signature

Approved and accepted on October 16, 2024

DocuSigned by:
Signature:
C42728623A4E4B1...

Name: Rogelio Munoz

Company: Rogelio munoz

Title: Managing Member



Christina Botello
Service Consultant
CenterPoint Energy Houston

2301 Gears Rd.
Houston, TX 77067
713 945 3234
Christina.Botello@
CenterPointEnergy.com

October 7, 2024

Subject: Streetlight Removal and Re-Install

Location: Cedarspur & Burkhart

Dear Streetlight Requestor,

The *Streetlight Division* at CenterPoint Energy (CNP) has prepared a cost for installation, rehab & removal of OH & UG streetlights.

The total cost is: **\$34,787.00**

The following is a breakdown of the above-mentioned cost:

Underground Street Light Removal: WO-100803931 \$ 1,957.00

1. Remove 2 – 100W, HPS Granville on 17'6" Traditionaire poles
2. Remove 1 – Terminal Poles

Overhead Street Light Removal Only: WO-100806673 \$ 3,914.00

1. Remove 10 –100W, HPS cobras with 8' arms

Underground Street Light New Installation Only: WO-101215457 \$ 28,916.00

1. Install 12 –45W, LED Granville on 17'6" Traditionaire poles.
2. Pull +/- 1,350 ft of UG Conductor in PVC conduit
3. Install 9 – Terminal Poles

This cost is contingent upon your contractor installing approximately 3,105 of 2" PVC conduit and pull boxes per CNP specifications. All conduit shall be installed using the conduit layout provided to you on 4/29/2020. Additionally, the contractor is to install conduit stub up's at the proposed streetlight locations where the streetlight power sources are proposed. The warning tape can be provided by CNP when a 45-day notice is received. Spring Valley Village is responsible for storing and any cost for damages to the poles during their care.

Installation of the streetlights is contingent on all the streetlights being installed at one time, after the street paving and curbs have been completed, and all lots have been brought up to finished grade level. All easements and rights-of way must be clear of trees, stumps, construction debris and equipment, and other obstructions which would interfere with the Company's cable trenching operation. If these conditions are not met, our company must ask that the additional construction costs associated with the obstructions be paid. There will also be a charge for all street, sidewalks, and driveway bores unless others install electrical PVC conduit to our company's specifications. Conduit specifications can be provided upon request.

While our company does attempt to maintain standard locations for the installation of street lighting, it is not always possible to install street lighting at these locations. Any adjustments needed should be discussed and resolved during the pre-construction walk. Any relocation requested can be done if it does not create operating problems and is not objectionable to other parties. All costs associated with relocations after the installation of the street lighting will be borne by the party making the request.

Your signature below will be our acknowledgment of your acceptance to the above-mentioned terms and conditions and associated charges. Also, a check for the above noted amount made payable to *CenterPoint Energy* will be required before CNP can proceed with the planned construction. Please send the check attention to:

CenterPoint Energy
Attn: Distribution Project Coordinator
2301 Gears Rd
Houston, TX 77067

If there are any questions, please do not hesitate to contact me at (713) 945-2517. Please note this estimate is valid for a period of 180 days from the date of this agreement.

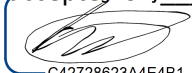
Respectfully,

Christina Botello

Service Consultant
CenterPoint Energy

October 16, 2024

Approved and accepted on: _____

Signature  _____
C42728623A4E4B1...

Printed Name Rogelio Munoz

Printed Company Rogelio munoz

Printed Title Managing Member

Mailing Address 1220 Blalock Rd Suite 300. Houston TX 77070



Please make check payable to:

CenterPoint Energy

Attn: DISTRIBUTION PROJECT
COORDINATOR

2301 Gears Rd
Houston, TX 77067

INVOICE

Customer Info:

10/14/24

Name:	Rogelio Munoz				
Address:					
City:		State:	TX	Zip	
Phone:					
Email:	bidonpar@gmail.com				
CNP Representative:	Christina Botello		Phone:	713-945-2517	

Description		W/O #	Total
1	RMVL UG	100803931	\$1,957.00
2	RMVL OH	100806673	\$3,914.00
3	INSTALL UG	10121457	\$28,916.00
4			
5			
			\$34,787.00

PLEASE MAIL PAYMENT TO THE ABOVE ADDRESS.
Processing of check may be delayed without the return of this invoice.

Make all checks payable to: *CenterPoint Energy*

Please send a copy of this invoice along with the check. Charges good for 180 days from date of invoice.

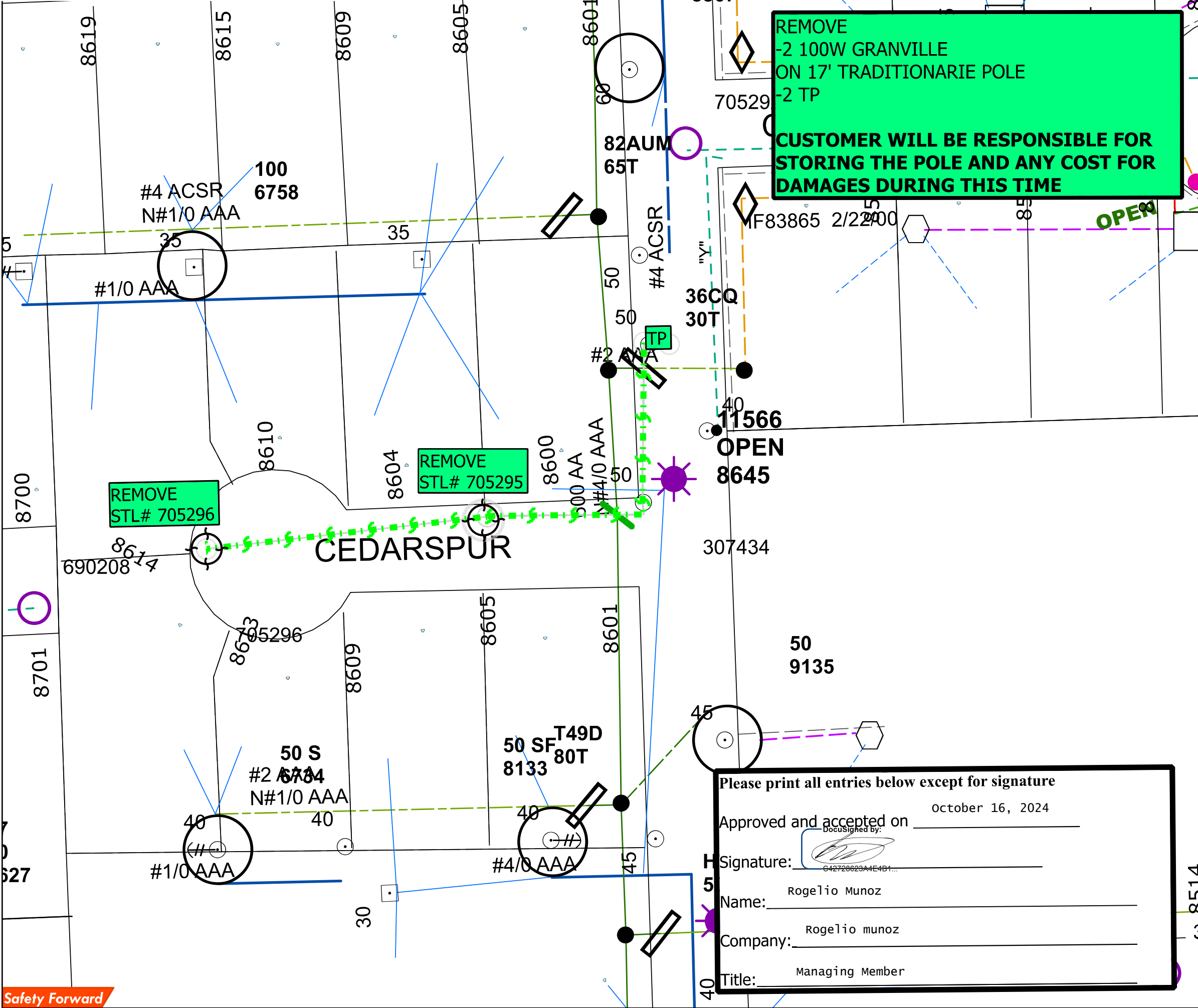
Payment is required prior to release of construction work order.

If you have any questions concerning this invoice, please contact your CNP Representative at number above.

Thank you for using CenterPoint Energy

DocuSigned by:

C42728623A4E4B1...



STREET LIGHT PLACEMENT DETAIL

STREET LIGHT STANDARDS WILL NORMALLY BE INSTALLED IN ROAD RIGHT OF WAY 3' BACK OF CURB AND IN ALIGNMENT WITH SIDE LOT OR REAR PROPERTY LINES, UNLESS THERE IS A CONFLICT WITH DRIVEWAY, FIRE HYDRANT, CATCH BASIN, WATERMETER, OTHER OBSTRUCTIONS, OR WHEN IES RECOMMENDS SPACING REQUIRE OTHERWISE. IN CASE OF CONFLICT WITH O.H. DISTRIBUTION AT REAR OF PROPERTY, STANDARD IS TO BE INSTALLED 8' NORTH OR WEST OF PROPERTY LINE. AT STREET INTERSECTIONS, STANDARDS ARE TO BE INSTALLED BEHIND STRAIGHT SECTION OF CURB 2' FROM TANGENT POINT. STANDARDS SHALL BE PLACED ON STREET SIDE OPPOSITE FROM NORMAL STOP SIGN LOCATIONS.

NORTH

LIGHTING DESIGN SERVICES - LIGHTING LEGEND

IMPORTANT NOTE: READ SPECIAL INSTRUCTIONS BELOW AND REFERENCE ANY SPECIAL NEEDS THAT MAY BE SHOWN ON SKETCH.

NEW STREET LIGHT INSTALLATION SYMBOLS

SYMBOLS	QUANTITY		SINGLE LAMP WATTAGE AND TYPE (Circle One Lamp Type for Each Wattage)			
	OH - 0	UG - 0	100W HPS MH	150W HPS MH	175W HPS MH	250W HPS MH

DUAL UG ONLY LAMP WATTAGE AND TYPE
(Circle One Lamp Type for Each Wattage)

SYMBOLS	QUANTITY	100W HPS MH	150W HPS MH	175W HPS MH	250W HPS MH	400W HPS MH
	0					
	0					
	0					
	0					
	0					

ADDITIONAL INSTALLATION MATERIAL SYMBOLS

TP	0	TERMINAL POLE		0	RELAY
	0	PROPOSED WOOD POLE		0	PULLBOX
	0	12KV 35KV PROPOSED OVERHEAD TRANSFORMER			

UNDERGROUND CONDUCTOR (Check One)

Symbol	Quantity	Direct Embedded Wire	Conduit and Wire
	0	☒	☒
	---	☐	☐

OVERHEAD CONDUCTOR
#4 2/C TWIST (UNLESS OTHERWISE NOTED)

EXISTING STREET LIGHT SYMBOLS AND WATTAGES

Symbol	Wattage	Symbol	Wattage	Symbol	Wattage	Symbol	Wattage
	250 MH		70		100		150
	175		250		400		

INSTALLATION VOLTAGE: (Circle One Only) ☒ 120 240 480

DDS DESIGN

WO BY: Angela Pindell	W.O.#: 100803931
PHONE: 713-945-3245	KEY MAP #: 5058
CELL: 281-620-6521	LAMBERT #: 450Z
DATE: 11/30/21	SERVICE CENTER: SPRING BRANCH
TYPE: HLC3	SCALE - 1" = 55'

Street Light Notes

- All streets must be curbed and guttered prior to the installation of street lighting facilities unless otherwise approved by the Lighting Design Service Department.
- Dedicated street light easements are required along all placement of street lighting facilities when such facilities are installed along private streets. Street lighting will only be installed along private streets that can be accessed for maintenance and only when such a street is constructed in an easement intended to contain a private street, waterlines, sanitary sewer lines, storm sewer, and such other utility or franchise infrastructures as can be accommodated and which, for the purpose of established setback, will be considered to be the equal of a public street.
- The design of all streets, utility easements, and storm sewer easements must be approved by all appropriate reviewing agencies before the installation of street lighting.
- Street lighting will be installed to the recommendations of the illuminating Engineering Society unless otherwise requested and agreed upon in writing by the requestor of street lighting service.

RESOLUTION NUMBER 24-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, APPROVING THE TERMS AND CONDITIONS OF CHANGE ORDER NUMBER 3 TO THE AGREEMENT BY AND BETWEEN THE CITY OF SPRING VALLEY VILLAGE, TEXAS, AND ON PAR CIVIL SERVICES, LLC. FOR THE CEDARSPUR (W OF BINGLE) AND BURKHART (E OF BINGLE) PAVING AND UTILITY IMPROVEMENTS PROJECT (CSB #2023-09-103); PROVIDING FOR THE INCORPORATION OF PREAMBLE; AUTHORIZING THE MAYOR TO EXECUTE ANY AND ALL DOCUMENTS NECESSARY TO EFFECTUATE SUCH AGREEMENT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council has been presented a proposed Change Order Number 3 to the Agreement by and between the City of Spring Valley Village, Texas, and On Par Civil Services, LLC. for the Cedarspur (W of Bingle) and Burkhart (E of Bingle) Paving and Utility Improvements Project (CSB #2023-09-103) ("Change Order Number 3"), a copy of which is attached hereto as Exhibit "A" and incorporated herein by reference; and

WHEREAS, upon full review and consideration of Change Order Number 3 and all matters attendant and related thereto, the City Council is of the opinion that the terms and conditions thereof should be approved, and that the Mayor should be authorized to execute Change Order Number 3 and any and all documents necessary to effectuate such Change Order Number 3 on behalf of the City of Spring Valley Village.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SPRING VALLEY VILLAGE, TEXAS, THAT:

Section 1. The facts and matters set forth in the preamble of this Resolution are hereby found to be true and correct and are incorporated herein and made a part hereof for all purposes.

Section 2. The terms and conditions of Change Order Number 3, having been reviewed by the City Council of the City of Spring Valley Village is found to be acceptable and in the best interests of the City of Spring Valley Village and its citizens, are hereby in all things approved.

Section 3. The Mayor is hereby authorized to execute Change Order Number 3 and empowered, for and on behalf of the City, to take all such actions and to execute, verify, acknowledge, certify to, file and deliver all such instruments and documents required in Change Order Number 3 as shall in the judgment of the Mayor be appropriate in order to effect the purposes of the foregoing resolution and Change Order Number 3.

Section 4. This Resolution shall become effective immediately upon its passage.

DULY PASSED AND APPROVED on this the ____ day of _____, 2024.

Marcus Vajdos, Mayor
City of Spring Valley Village, Texas

ATTEST:

Jasmin Torres, City Secretary
City of Spring Valley Village, Texas



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	John McDonald, City Administrator
SUBJECT:	Police Department Report

BACKGROUND:	Police Department - update on department activities over the previous month, to include: • Number of calls for service. • Number of traffic violations.
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ATTACHMENTS:	Spring Valley PD Calls by Type, Citation Violation Audit by Offense SVVPD pg 1, Citation Violation Audit by Offense SVVPD pg 2
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:

SPRING VALLEY POLICE DEPARTMENT

Calls - By Type

10\01\2024
thru 10\31\2024
Zone is: SPRING VALLEY

Type	Description	# Of Calls
21	911 HANG UP	2
6	ACCIDENT	21
145	ACCIDENT - FSGI	1
22	ALARM	23
23	AMBULANCE CALL	23
24	ANIMAL CALL	12
43	ASSIST OUTSIDE AGENCY	3
135	BUSINESS CHECK	2,494
48	CITY CREW REPAIRS	1
53	DEBRIS IN ROADWAY	8
60	FIRE CALL	5
65	GAS LEAK	2
68	HOUSE CHECK	56
70	INFORMATION	67
71	INVESTIGATION	5
164	LOST/STOLEN PROPERTY	1
76	LOUD NOISE	1
159	MOTORIST ASSIST	14
81	OPEN DOOR	6
162	PARKING VIOLATION	2
86	PUBLIC RELATIONS	258
96	SOLICITOR	6
97	SPECIAL ASSIGNMENT	2
99	STALLED VEHICLE	33
103	SUSPICIOUS ACTIVITY	5
104	SUSPICIOUS PERSON	8
105	SUSPICIOUS VEHICLE	25
11	TRAFFIC STOP	511
111	VEHICLE BLOCKING ROADWAY	1
112	VEHICLE CHECK	1
163	VIOLATION OF CITY ORDINANCE	5
42	WARRANT SERVICE	1
117	WELFARE CONCERN	9
Total		3,612

Spring Valley Village, TX PD Citation Violation Audit by Offense

Violation Count

October 1, 2024 - October 31, 2024

Official: All

Official Assignment:

Type of Stop: All

Stop Result: All

STEP: NONE

CHANGED LANE WHEN UNSAFE	3
CHILD (4-17) NOT SECURED BY SAFETY BELT	3
CITY ORDINANCE - SOLICITING WITHOUT A PERMIT - PEDDLER	1
CONSUMPTION OF ALCOHOL BY MINOR	1
D.O.C. URINATING IN A PUBLIC PLACE	1
DEFECTIVE EQUIPMENT - WHITE LIGHT TO THE REAR	2
DEFECTIVE EQUIPMENT / NO LICENSE PLATE LIGHT	65
DEFECTIVE HEAD LAMPS	37
DEFECTIVE HEAD LIGHTS	21
DEFECTIVE STOP LAMP(S)	37
DEFECTIVE TAIL LAMP(S)	18
DISPLAY FICTITIOUS/WRONG/UNCLEAN LICENSE PLATES	12
DISPLAY SUSPENDED DRIVER LICENSE	1
DISPLAY/ EXPIRED REGISTRATION	268
DISREGARD LANE CONTROL SIGNAL/DEVICE	1
DRIVING WHILE LICENSE INVALID UNDER PROVISIONS OF DL LAWS	10
DROVE WITHOUT LIGHTS (WHEN REQUIRED)	34
DROVE WRONG WAY IN DESIGNATED LANE	1
EXPIRED BUYER TAG	16
EXPIRED DEALER TAG	4
EXPIRED DRIVERS LICENSE	11
FAIL TO DISPLAY DRIVERS LICENSE	5
FAIL TO GET A TEXAS DRIVERS LICENSE AFTER 90 DAYS OF RESIDENCE IN THI..	3
FAIL TO MAINTAIN FINANCIAL RESPONSIBILITY	137
FAIL TO OBEY TRAFFIC CONTROL DEVICE-MARKINGS	1
FAIL TO REPORT CHANGE OF ADDRESS	6
FAILED TO DIM HEADLIGHTS - FOLLOWING	3
FAILED TO DIM HEADLIGHTS - MEETING	9
FAILED TO DRIVE IN A SINGLE LANE	1
FAILED TO SIGNAL INTENT TO TURN	1
FAILED TO SIGNAL TURN / LANE CHANGE	2
FAILED TO STOP AT DESIGNATED POINT (STOP SIGN)	17
FAILED TO STOP AT PROPER PLACE (TRAFFIC LIGHT)	1

Spring Valley Village, TX PD Citation Violation Audit by Offense

Violation Count

October 1, 2024 - October 31, 2024

Official: All

Official Assignment:

Type of Stop: All

Stop Result: All

STEP: NONE

FAILED TO STOP FOR SCHOOL BUS (OR REMAIN STOPPED)	1
ILLEGAL BUYERS TAGS	5
ILLEGAL LEFT/RIGHT TURN WHERE PROHIBITED	1
ILLEGAL PARKING - NO PARKING ANY TIME	16
ILLEGAL WINDOW TINT	9
IMPEDING TRAFFIC	1
MINOR IN POSSESSION OF ALCOHOL	1
NO DRIVERS LICENSE	110
NO FRONT LICENSE PLATE	18
NO LICENSE NUMBER PLATE - COMMERCIAL VEHICLE	1
NO LICENSE NUMBER PLATES-TRAILER	1
OPERATE MOTOR VEHICLE WITHOUT LICENSE PLATES OR WITH ONE LICENSE ..	4
OPERATE UNREGISTERED MOTOR VEHICLE	2
PARKED FACING TRAFFIC	1
PARKED IN PROHIBITED AREA	11
PUBLIC INTOXICATION	1
RAN RED LIGHT	2
RAN RED LIGHT SERVICE ROAD	1
RAN STOP SIGN	34
SPEEDING >10% ABOVE POSTED LIMIT	126
SPEEDING IN SCHOOL ZONE	31
UNAUTHORIZED USE OF DEALER TEMP TAG (NOT DEALER OR EMPLOYEE)	6
UNREGISTERED MOTOR VEHICLE TRAILER	1
UNRESTRAINED CHILD 5 YEARS OF AGE TO 17	2
UNRESTRAINED CHILD YOUNGER THAN 5 OR UNDER 36 INCHES	1
VIOLATE DL RESTRICTION B	2
WRONG LICENSE PLATE OR INSIGNIA	1
WRONG/ALTERED/OBSCURED LICENSE PLATE	13
Grand Total	1,136



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	John McDonald, City Administrator
SUBJECT:	Finance Department - Quarterly Investment Report

BACKGROUND: In accordance with the Public Funds Investment Act, Chapter 2256.023 of the Government Code, the Investment Officer shall prepare and submit to the City Council a quarterly report of investment transactions of all funds for the preceding period.

The City invests cash that is not immediately needed for operations in Certificates of Deposit, Texpool, TexasClass and Securities issued by Agencies of the Federal Government as allowed by the Public Funds Investment Act and the City's Investment Policy.

Portfolio Recap:

- Year-to-Date, The Tex-Pool earned an average yield of 5.330%
- Year-to-Date, the Texas Class earned an average yield of 5.4842%
- Throughout the quarter, the City's investments earned interest totaling \$204,525.14.

Enclosed are details of the City investment transactions for the quarter ending September 30, 2024. This information shows that the beginning market value was \$28,900,200 as of June 30, 2024, and the ending market value was \$26,019,976.17 on September 30, 2024.

As of September 30, 2024, the City's cash and investments were as follows:

Cash and Investments	Original Face Value	Book Value	Market Value	Percentage of Portfolio
Depository Accounts	\$2,378,326.08	\$2,378,326.08	\$2,378,326.08	9.14%
Investment Pool	\$23,641,650.09	\$23,641,650.09	\$23,641,650.09	90.86%

	Total	\$26,019,976.17	\$26,019,976.17	\$26,019,976.17	100%
Compliance: The City requires its depository banks to provide collateral for all deposits in excess of Federal Deposit Insurance. As of September 30, 2024, the market value of collateral pledged to the City by Wells Fargo through the Bank of New York Mellon was \$1,029,339.59. Market Value: The City currently holds no investments in which the book value differs from the market value. For all holdings, the book value is equal to the market value. To the best of my knowledge, this report is in compliance with the investment strategy expressed in the City of Spring Valley Village Investment Policy and with the Texas Public Funds Investment Act, V.T.C.A., Government Code Ch. 2256, as amended.					

ATTACHMENTS:

QTRLY INV 3rd 24

FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:

No action required.

FUND-ACCT. NO.	ACCOUNT NAME	CASH	INVESTMENTS	FUND TOTAL
<u>10 -GENERAL FUND</u>				
10-00-1001	CASH IN BANK - WELLS FARGO	405,373.08		
10-00-1010	PETTY CASH	660.00		
10-00-1030	SAVINGS - CHILD SAFETY		14,006.24	
10-00-1040	SAVING - WELLS FARGO		345.04	
10-00-1043	CASH IN BANK - MUNICIPAL COURT		15,079.19	
10-00-1120	INVESTMENT IN TEXPOOL		4,416,584.78	
10-00-1121	TEXASCLASS		6,865,362.35	
TOTAL 10	-GENERAL FUND	406,033.08	11,311,377.60	11,717,410.68
<u>15 -CAPITAL REPLACEMENT FUND</u>				
15-00-1001	CASH	127,169.99		
15-00-1120	TEXPOOL		1,346,718.09	
TOTAL 15	-CAPITAL REPLACEMENT FUND	127,169.99	1,346,718.09	1,473,888.08
<u>20 -UTILITIES</u>				
20-00-1001	CASH IN BANK - WELLS FARGO	332,100.74		
20-00-1010	PETTY CASH	200.00		
20-00-1040	BOND RESERVE - WELLS FARGO		358,408.47	
20-00-1120	INVESTMENT IN TEXPOOL		1,638,594.05	
TOTAL 20	-UTILITIES	332,300.74	1,997,002.52	2,329,303.26
<u>26 -CLFRF FUND</u>				
26-00-1001	CASH IN THE BANK	295,581.00		
26-00-1121	TEXASCLASS		1,092,658.23	
TOTAL 26	-CLFRF FUND	295,581.00	1,092,658.23	1,388,239.23
<u>25 -CIP FUND</u>				
25-00-1001	CASH IN BANK - WELLS FARGO	1,180,958.93		
25-00-1002	BONDS - WELLS FARGO	36,292.34		
25-00-1120	TEXPOOL		828,828.48	
25-00-1130	TEXAS CLASS - CO BOND		7,059,092.60	
25-00-1140	TEXPOOL - BOND		5,972.57	
TOTAL 25	-CIP FUND	1,217,251.27	7,893,893.65	9,111,144.92
TOTAL CASH & INVESTMENTS		2,378,336.08	23,641,650.09	26,019,986.17
		=====	=====	=====

*** END OF REPORT ***



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	Public Works Update

BACKGROUND:	• Brighton Place Pavement & Utility Improvement Project Update • Cedarspur (W of Bingle) & Burkhart (E of Bingle) Project Update • CenterPoint conversations
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ATTACHMENTS:	None
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FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Jasmin Torres, City Secretary
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Appointments/Re-appointments to Boards and Commissions

BACKGROUND:	The following Boards and Commission positions remain open. • Parks Board, multiple places. The Mayor recommends the following appointments: • Paul Bunch • Michael Pokorski • Mark Uffhausen • Jocelyn Vincent
--------------------	--

ATTACHMENTS:	P. Bunch, M. Pokorski, M. Uffhausen, J. Vincent, J. Vincent2
---------------------	--

FUNDING:					
Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description

RECOMMENDATION:	The Mayor recommends appointments as outlined above.
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**City of Spring Valley Village Volunteer
Application**



EST. 1955
SPRING VALLEY
VILLAGE

Board/Commission/Committee (Check areas of interest):

☒ Planning and Zoning Commission

☐ Board of Adjustment

☐ Other: _____

Personal Information

Last Name: _____ Bunch _____ First Name: _____ Paul _____

Address: 8813 Echo Valley Dr _____ City: _____ Houston _____ State: _____ Tx _____ Zip: 77055 _____

Home Phone: 7138184763 _____ Work Phone: _____

Email address: _____ bunch99@gmail.com _____

Occupation: _____ Engineer (retired) _____

First Time Appointment: _____ Yes _____ Reappointment: _____

If reappointment, indicate name of group: _____

And the time period previously served: _____

Education (list highest grade/degree completed): _____ MSME _____

Volunteer Information

(1) Briefly describe previous community activities associated with the City of Spring Valley Village, as well as any outside civic, charitable, or other community work.

Previously served on Houston Chevron Marathon elite invited runners committee and TIRR Sports Board. Currently work with University of Tennessee Dept of Material Science graduate students.

(2) Briefly summarize your interest in appointment or reappointment to the board, commission, or committee:

I enjoy construction and planning projects and am currently retired. I have lived in Spring Valley for 38 years and have seen much change occur. I would like to make a positive contribution to the community and give back to the city I have very much enjoyed for many years.

**City of Spring Valley Village
Volunteer Application
(Page 2)**

(3) Please write a brief summary of your qualification for service on this board, commission, or committee:
I have a strong interest in construction and land development. I have designed and built three homes in the country of Belize, CA. I completed all architect construction plans and electrical plans which were submitted for approval to the Central Building Authority and the Public Utilities Commission, respectively.

Do you anticipate any conflicts of interest arising on connection with your service on the selected Board or Commission? Yes: _____ No: X Possibly: _____

If you answered yes and a conflict of interest did arise, how would you proposed to resolve it?

The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as stated in the Ordinances of the City of Spring Valley Village.

Signature: Paul Bunch

Date: August 6, 2024 _____

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____ City Administrator _____

Applicant assigned to: _____ Date: _____

PAUL D. BUNCH
8813 Echo Valley Drive,
Houston, Texas 77055
713-818-4763
DOB: 11/02/1949

EXPERIENCE

RETIRED

2020-PRESENT

TECHNICAL MANAGEMENT

2010-2020

BUNCH TECHNICAL SERVICES INC

Consultant for Cameron, OneSubsea

Sr Technical Consultant, Surface Systems, OSS and Drilling Systems

Responsible for design analysis and testing procedures and consulting of Cameron HPHT equipment.

2008-2010

CAMERON INTERNATIONAL CORPORATION

Director, Global Technical Systems, Subsea Systems

Management of Design Analysis, Metallurgy, Welding Engineering, CAD Systems and Reliability departments.

2006-2008

CAMERON INTERNATIONAL CORPORATION

Manager, Metallurgy, Welding and Analysis Departments

1988 - 2008

CAMERON INTERNATIONAL CORPORATION

Engineering Analysis Department Manager

Responsible for structural, thermal, functional, fatigue, failure, and erosion analyses. The Analysis Group provides technical support worldwide for Cameron Division Engineering and customers. Computer based modeling and analysis of components and assemblies are performed using FEA programs of ANSYS, ABAQUS as well as empirical formulas using MathCad. Frequency domain riser analysis is performed using the Cameron developed riser program of DERP. Erosion/corrosion analysis is performed using SPPS program of the University of Tulsa, Erosion Corrosion Research Center. Additional "in house" Fortran programs have been written for analysis of bore gaskets, clamp connections, flanges, threaded connections, etc.

Performed strain gage testing is performed for comparison to FEA results. Performed fracture mechanics analyses of bi-metallic pressure containing components to determine critical defect sizes, failure modes, crack growth rate and fatigue cycle life.

1980 - 1987

CAMERON IRON WORKS, INC.

Group Leader

Design and development of high pressure (30,000 psi) production wellhead system.

Supervised the design structural analysis performed on individual components,

determined design stress allowables, and set requirements for material specifications.

Responsible for managing prototype and customer qualification testing of wellhead components.

Group leader for the design and development of corrosion resistant, bi-metallic equipment for production wellheads. Established design requirements for processing Hot

Isostatic Pressing (HIPing) of pressure containing components. Set mechanical properties requirements for bi-metallic materials used for pressure containing components, and developed new corrosion resistant materials for valve components sour gas service.

- 1975 - 1980 CAMERON IRON WORKS, INC.
Engineering Design and Analysis
Performed numerous stress analysis utilizing finite element techniques initially using ANSYS, and ABAQUS. Applications of stress analysis included elastic, elastic-plastic, two and three dimensional models, and thermal analysis.
- 1972 - 1975 PRATT AND WHITNEY AIRCRAFT, INC.
Design and analysis of components for F-100 and F401 fighter jet engines.

EDUCATION

1968 - 1972
University of Tennessee
B. S. Mechanical Engineering

1978 - 1982
University of Houston
MSME
Graduate Work in Fracture
Mechanics and Mechanical Metallurgy

PROFESSIONAL SOCIETIES and ORGANIZATIONS

2017=present
API TR21 task group Member for full scale fatigue testing of bolting.

2016- 2020
API TGR13/14 Task Group Chairman –Design Analysis and Material Requirements for Fatigue Sensitive Bolting

2015 - 2020
ASME Sec VIII, Div 3, Subsea Task Group Member

2013-2020
API 17TR8 Task Group member – High-pressure High-temperature Design Guidelines

2013-2014
API 6X Task Group Member – API Std 6X Design Calculations for Pressure Containing Equipment.

2008-2013
API PER15K Task Group member – Protocol for Verification and Validation of High-pressure High-temperature Equipment

1994-2000
API 6A Task Group Member and Chairman (1999) – API 6A Design Analysis

1970 - Present
American Society of Mechanical Engineers – Lifetime Member

1995 – 2000

American Society for Metals - Member

PUBLICATIONS

1. Bunch, P.D., Cameron, D.W., *The Effects of Flaw Size on the Design Life of 30 ksi Flanges in Relation to Material Characteristics and H₂S Service Condition*, AWHM, 1980
2. Bunch, P.D., Bednarowicz, T.A., *Hot Isostatic Pressing Process for Wellhead Components in High-Corrosion Environments*, Offshore Technology Conference, paper no. 5479, May 1987
3. Bunch, P.D., Bednarowicz, T.A., *Corrosion/Galling Resistant Hardfacing Materials for Offshore Production Valves*, Offshore Technology Conference, paper no. 6070, May 1989.
4. Khandoker, S.I., Bunch, P.D., *Structural Analysis of 18 3/4 in. Drilling Connector*, Offshore Technology Conference, paper no. 6890, May 1992.
5. Lin, C.R., Bunch, P.D., *Thermal Analysis of Subsea Blowout Preventer*, Offshore Technology Conference, paper no. 6999, May 1992.
6. Sun, M., Bunch, P.D., *On the Burst of Pipes Under Internal Pressure and Elevated Temperature, Part I: Rate Independent Study*, ASME Engineering Technology Conference on Energy, paper no PIPE- 29027, February 2002.
7. Han, Y., Bunch, P., *Design Verification Analysis for a Subsea External Tieback Connector Bending Capacity Using API 17TR8 Criteria*, ASME PVP Conference, July 2016.
8. Bunch, P., Shademan, S., Bajvani, A., *Material Characterization Procedures for High Pressure High Temperature Applications Using API 17TR8 Criteria*, Offshore Technology Conference, paper no. 27559-MS, May 2017.
9. Lim, J., Bunch, P. Han Y.H., *API 6A and 17D Bolting Stress Analysis and Fatigue Considerations*, Offshore Technology Conference, paper no. 27820-MS, May 2017.
10. Bajvani, A., Bunch, P., Citirik, E., *Fracture Mechanics Testing in H₂S Containing Environment for Metallic Materials*, NACE Conference, 2017.
11. Lim, J., Han, Y-H, Bunch, P., *HPHT Equipment Stress Intensity Calculation Based Upon the API 579/ ASME FFS and Abaqus J Integral Fractur Mechanics Basis*, ASME PVP Conference, July 15, 2018.
12. Bajvani, A., Crump, J., Wilhelmi, J., Smith, J., Bunch, P., *Effect of Dissolved Oxygen on Fatigue Crack Growth Rate of Low Alloy Steels in Saltwater with Cathodic Protection Environment*, AMPP Conference, 2022.

PATENTS

1. #4531711, 'VALVE AND STEM SEAL THEREFOR', JUNE 30, 1985
2. #4741509, 'GATE VALVE WITH IMPROVED SECONDARY BODY TO BUSHING SEAL', May 3, 1988

3. #6,405,762, 'COMPOSITE PIPE ASSEMBLY AND METHOD FOR PREPARING THE SAME', June 16, 2000.
4. #7,614,453, 'STRESS DISTRIBUTING WELLHEAD CONNECTOR', November 10, 2009
5. #4,629,161, 'GATE VALVE', MAY 2, 1985.
6. #9,903,173, 'CONNECTION FOR A PRESSURE FLUID FLOW PATH', FEBRUARY 27, 2018.

City of Spring Valley Village
Volunteer Application



Board/Commission/Committee (Check areas of interest):

☒ Planning and Zoning Commission

☒ Board of Adjustment

☐ Other: _____

Personal Information

Last Name: Buchanan First Name: Joe

Address: 1317 Pech Rd. City: Hou State: TX Zip: 77055

Home Phone: 713-517-9605 Work Phone: _____

Email address: jbuchanan@pphb.com

Occupation: Energy Banker

First Time Appointment: Yes Reappointment: _____

If reappointment, indicate name of group: _____

And the time period previously served: _____

Education (list highest grade/degree completed): Masters in Business Administration

Volunteer Information

(1) Briefly describe previous community activities associated with the City of Spring Valley Village, as well as any outside civic, charitable, or other community work.

Coach Spring Valley sports and do volunteer work at our church

(2) Briefly summarize your interest in appointment or reappointment to the board, commission, or committee:

I've lived in Spring Valley since 2012 and want to give back to the community that our family has enjoyed so much. My goal is to help keep Spring Valley a community that is highly attractive for people to raise a family.

**City of Spring Valley Village
Volunteer Application
(Page 2)**

(3) Please write a brief summary of your qualification for service on this board, commission, or committee:
I am a quick learner and rational thinker that enjoys people and working efficiently. I have served on leadership positions

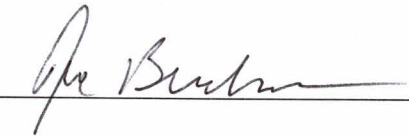
through my profession and SBMSA. Looking to give back to the community and work with other residents to make a positive difference.

Do you anticipate any conflicts of interest arising on connection with your service on the selected Board or Commission? Yes: ☐ No: ☒ Possibly: ☐

If you answered yes and a conflict of interest did arise, how would you proposed to resolve it?

The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as stated in the Ordinances of the City of Spring Valley Village.

Signature: _____



Date: _____

August 2, 2024

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____ City Administrator _____

Applicant assigned to: _____ Date: _____

City of Spring Valley Village
Volunteer Application



Board/Commission/Committee (Check areas of interest):

☒ Planning and Zoning Commission

☒ Board of Adjustment

☐ Other: Parks Board

Personal Information

Last Name: Flemming First Name: Matthew

Address: 8614 Westview Drive City: Houston State: Tx Zip: 77055

Home Phone: 7135483553 Work Phone: 7135483553

Email address: matt77055@gmail.com

Occupation: Chairman, SMG Industries, Inc.

First Time Appointment: yes Reappointment: no

If reappointment, indicate name of group: _____

And the time period previously served: _____

Education (list highest grade/degree completed): BBA in Finance

Volunteer Information

(1) Briefly describe previous community activities associated with the City of Spring Valley Village, as well as any outside civic, charitable, or other community work.

Resident since 2003. Active in SBMSA sports, league commissioner.

Board member on several corporations public & private.

(2) Briefly summarize your interest in appointment or reappointment to the board, commission, or committee:

Trying to dedicate more time to the city in terms of civil service and getting involved in local matters to help Spring Valley maintain its great history.

**City of Spring Valley Village
Volunteer Application
(Page 2)**

(3) Please write a brief summary of your qualification for service on this board, commission, or committee:
Resident of SV since 2003. Chairman of two companies. Significant experience with governance and oversight institutions.

History with local non profit institutions and churches that positively effect SV.

Do you anticipate any conflicts of interest arising on connection with your service on the selected Board or Commission? Yes: ☐ No: ☒ Possibly: ☐

If you answered yes and a conflict of interest did arise, how would you proposed to resolve it?

The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as stated in the Ordinances of the City of Spring Valley Village.

Signature: _____

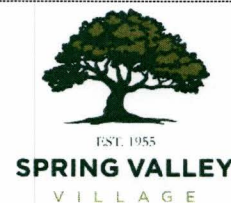
Date: 08/01/2024

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____ City Administrator _____

Applicant assigned to: _____ Date: _____

City of Spring Valley Village
Volunteer Application



Board/Commission/Committee (Check areas of interest):

☒ Planning and Zoning Commission

☐ Board of Adjustment

☐ Other: Parks Board

Personal Information

Last Name: Uffhausen

First Name: Mark

Address: 8805 Burkhardt Rd City: Spring Valley State: TX Zip: 77055

Home Phone: 281-216-5482 Work Phone: NA

Email address: uffi31@yahoo.com

Occupation: Retired -- Previousy a Partner at EY

First Time Appointment: Yes

Reappointment: _____

If reappointment, indicate name of group: _____

And the time period previously served: _____

Education (list highest grade/degree completed): MA and MBA

Volunteer Information

(1) Briefly describe previous community activities associated with the City of Spring Valley Village, as well as any outside civic, charitable, or other community work.

Worked with my wife to manage the summer movie nights for seveal years

(2) Briefly summarize your interest in appointment or reappointment to the board, commission, or committee:

I have lived in Spring Valley for 13 years and am looking to beome more involved in the community now that I am no longer travelling.

Given my consulting backgound, I believe I have a skill set thta can be useful as a committee member.

**City of Spring Valley Village
Volunteer Application
(Page 2)**

(3) Please write a brief summary of your qualification for service on this board, commission, or committee:
I have worked with many organizations (public and governmental) on a host of infrastructure issues (primarily power distribution).

My experience is both leadership as well as team based, and I believe I would work well with the other committee members.

Do you anticipate any conflicts of interest arising on connection with your service on the selected Board or Commission? Yes: ☐ No: ☒ Possibly: ☐

If you answered yes and a conflict of interest did arise, how would you proposed to resolve it?

The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as stated in the Ordinances of the City of Spring Valley Village.

Signature: _____

Date: 8/8/2024

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____ City Administrator _____

Applicant assigned to: _____ Date: _____

City of Spring Valley Village
Volunteer Application



EST. 1955
SPRING VALLEY
VILLAGE

Board/Commission/Committee (Check areas of interest):

☒ Planning and Zoning Commission

☒ Board of Adjustment

☐ Other: _____

RECEIVED
6/21/23

Personal Information

Last Name: Pokorski First Name: Michael
Address: 8525 Burkhardt Rd City: Houston State: TX Zip: 77055
Home Phone: 7132058808 Work Phone: _____
Email address: michaeljamespokorski@gmail.com
Occupation: oil broker

First Time Appointment: yes Reappointment: _____

If reappointment, indicate name of group: _____

And the time period previously served: _____

Education (list highest grade/degree completed): bachelor in business administration

Volunteer Information

(1) Briefly describe previous community activities associated with the City of Spring Valley Village, as well as any outside civic, charitable, or other community work.

(2) Briefly summarize your interest in appointment or reappointment to the board, commission, or committee:

We moved to Spring Valley Village in 2021 and have been looking for opportunities to become more involved in the community.

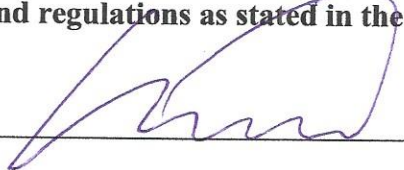
**City of Spring Valley Village
Volunteer Application
(Page 2)**

(3) Please write a brief summary of your qualification for service on this board, commission, or committee:
strong trading and financial markets background/ taking initiatives to develop projects/ strong skill set of listening, understanding and problem solving

Do you anticipate any conflicts of interest arising on connection with your service on the selected Board or Commission? Yes: ☐ No: ☒ Possibly: ☐

If you answered yes and a conflict of interest did arise, how would you proposed to resolve it?

The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as stated in the Ordinances of the City of Spring Valley Village.

Signature: 

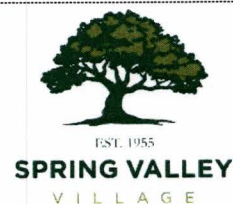
Date: 6/21/2023

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____ City Administrator _____

Applicant assigned to: _____ Date: _____

City of Spring Valley Village
Volunteer Application



Board/Commission/Committee (Check areas of interest):

☒ Planning and Zoning Commission

☐ Board of Adjustment

☐ Other: **Parks Board**

RECEIVED

8/8/24

Jza

Personal Information

Last Name: **Uffhausen**

First Name: **Mark**

Address: **8805 Burkhardt Rd** City: **Spring Valley** State: **TX** Zip: **77055**

Home Phone: **281-216-5482** Work Phone: **NA**

Email address: **uffi31@yahoo.com**

Occupation: **Retired -- Previousy a Partner at EY**

First Time Appointment: **Yes**

Reappointment: _____

If reappointment, indicate name of group: _____

And the time period previously served: _____

Education (list highest grade/degree completed): **MA and MBA**

Volunteer Information

(1) Briefly describe previous community activities associated with the City of Spring Valley Village, as well as any outside civic, charitable, or other community work.

Worked with my wife to manage the summer movie nights for seveal years

(2) Briefly summarize your interest in appointment or reappointment to the board, commission, or committee:

I have lived in Spring Valley for 13 years and am looking to beome more involved in the community now that I am no longer travelling.

Given my consulting background, I believe I have a skill set thta can be useful as a committee member.

**City of Spring Valley Village
Volunteer Application
(Page 2)**

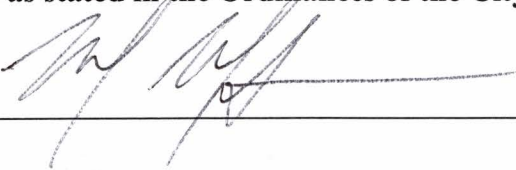
(3) Please write a brief summary of your qualification for service on this board, commission, or committee:
I have worked with many organizations (public and governmental) on a host of infrastructure issues (primarily power distribution).

My experience is both leadership as well as team based, and I believe I would work well with the other committee members.

Do you anticipate any conflicts of interest arising on connection with your service on the selected Board or Commission? Yes: ☐ No: ☒ Possibly: ☐

If you answered yes and a conflict of interest did arise, how would you proposed to resolve it?

The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as stated in the Ordinances of the City of Spring Valley Village.

Signature: 

Date: 8/8/2024

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____ City Administrator _____

Applicant assigned to: _____ Date: _____

**City of Spring Valley Village
Volunteer Application**



Board/Commission/Committee (Check areas of interest):

☐ Planning and Zoning Commission

☐ Board of Adjustment

☒ Other: **Parks Board**

Personal Information

Last Name: Vincent First Name: Jocelyn

Address: 8906 Cardwell Ln City: Houston State: TX Zip: 77055

Home Phone: _____ Work Phone: _____

Email address: Jocelynvincent12@gmail.com

Occupation: volunteer

First Time Appointment: ☒ Reappointment: _____

If reappointment, indicate name of group: _____

And the time period previously served: _____

Education (list highest grade/degree completed): Masters Secondary Education

Volunteer Information

(1) Briefly describe previous community activities associated with the City of Spring Valley Village, as well as any outside civic, charitable, or other community work.

VICE President Pittsburgh Triathlon club, President Spring Valley Momsclub,
Head of Pay H Forward Peters Township & Southhills, Kan Renegades Masters HoPoloclub,
Fundraising committees

(2) Briefly summarize your interest in appointment or reappointment to the board, commission, or committee:

would love to be more involved w/ my community. I have a lot of
background/~~knowledge~~^{experience} with community activity planning.

* lots of Auction Committees
* head of St Cecilia's Fall Fest Silent Auction 2024

**City of Spring Valley Village
Volunteer Application
(Page 2)**

(3) Please write a brief summary of your qualification for service on this board, commission, or committee:

I have spent the last twelve years volunteering in M.A.N.Y
organizations from fundraising, creating a 5K, to throwing a party...lots of ways
to bring new ideas.

Do you anticipate any conflicts of interest arising on connection with your service on the selected Board or Commission? Yes: ☐ No: ☐ Possibly: ☒ My kids have evening activities

If you answered yes and a conflict of interest did arise, how would you proposed to resolve it?

just need to make sure that between my husband and I
we can work out the driving/scheduling accordingly. wed are full
my days are very flexible. for us in evenings

The information I have provided is true. I understand that by signing this form, I am confirming that I am a resident of Spring Valley Village and volunteer my services with a clear understanding that there will be no monetary compensation. I will be prompt and regular in my service. I will notify the appropriate person if I am unable to perform my volunteer duties as assigned. I agree to conform to all policies and regulations as stated in the Ordinances of the City of Spring Valley Village.

Signature: Jocelyn Vincent

Date: 9/6/24

For City Hall Use Only:

Applicant approved by: Mayor _____ City Council _____ City Administrator _____

Applicant assigned to: _____ Date: _____



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Susan Thornhill, Assistant Treasurer
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Villages Mutual Insurance Group Recommended Insurance Carriers for Plan Year 2025, to include United Health Care for Medical, Dental, and Vision; and The Hartford Group for Life/AD&D, Long-Term Disability, and Supplemental Life for the City of Spring Valley Village's Employee Benefits

BACKGROUND:	The Villages Mutual Insurance Group (VMIG), of which the City of Spring Valley Village is a voting member, contracted with United Health Care (UNC) for employee medical, dental and vision coverage and with Hartford for Life/AD&D and Supplemental Life/Long-Term Disability for calendar year 2024. Working with their insurance consultant, VMIG reached out to multiple insurance providers to gauge interest. UNC continues to have the best price and service level for our employees. On October 24, the board members of the VMIG met and carefully reviewed and discussed the proposal submitted by UNC. UNC proposed a renewal of the current three medical plans with no increase to medical, vision, or dental. Hartford rates for Life/AD&D and Supplemental Life/Long-Term Disability are locked in through the end of 2025. A copy of the VMIG Renewal Recommendation Letter and Presentation is provided with this agenda item. The Memorial Villages Water Authority (MVWA) is the entity that contracts with the carriers for VMIG. On November 6, 2024, the MVWA Board of Supervisors approved the recommendations of the Villages Mutual Insurance Group Board to contract with the recommended carriers.
--------------------	---

Insurance Type	Carrier
Medical	United Health Care
Dental	United Health Care
Vision	United Health Care
Life/AD&D	The Hartford Group
Long-term Disability	The Hartford Group
Supplemental Life	The Hartford Group

ATTACHMENTS: MVWA Insurance Approval Ltr 25, VMIG Recommendation 2024, MVWA_RFP Analysis_Final 2025

FUNDING:

Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description
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RECOMMENDATION: Staff recommends approving the VMIG insurance carriers as outlined and approved by the Memorial Villages Water Authority.



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Susan Thornhill, Assistant Treasurer
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Insurance Type	Carrier
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Life/AD&D	The Hartford Group
Long-term Disability	The Hartford Group
Supplemental Life	The Hartford Group

ATTACHMENTS: MVWA Insurance Approval Ltr 25, VMIG Recommendation 2024, MVWA_RFP Analysis_Final 2025

FUNDING:

Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description
------------------	-------------	-----------------------------------	-------------	-----------------	---------------------

RECOMMENDATION: Staff recommends approving the VMIG insurance carriers as outlined and approved by the Memorial Villages Water Authority.



MEMORIAL VILLAGES WATER AUTHORITY

8955 GAYLORD DRIVE, HOUSTON, TEXAS 77024-2903

PH: 713-465-8318

FAX: 713-465-8387

November 8, 2024

The Honorable Tom Jinks, Mayor
City of Hedwig Village
955 Piney Point Road
Houston, Texas 77024

The Honorable Marcus Vajdos, Mayor
City of Spring Valley
1025 Campbell Road
Houston, Texas 77055

The Honorable Jim Pappas, Mayor
City of Hunters Creek Village
#1 Hunters Creek Place
Houston, Texas 77024

Mr. Keith Brown, Chair
Village Fire Department
901 Corbindale Road
Houston, Texas 77024

Re: 2025 Insurance Carriers for the Villages Mutual Insurance Group

The Board of Supervisors of Memorial Villages Water Authority approved the recommendations made by the Villages Mutual Insurance Group Board for the Medical, Vision, Dental, Life/AD&D, Long Term Disability and Supplemental Life Insurance carriers for the period January 1, 2025 through December 31, 2025. This official action was taken at the regular Board meeting held on the 6th day of November 2024.

Sincerely,

A handwritten signature in cursive script that reads "Trey Cantu".

Trey Cantu
General Manager

Cc: Katherine Stuart, VFD

MAYOR
Jim Pappas

CITY OF HUNTERS CREEK VILLAGE

CITY COUNCIL
Stuart Marks
Fidel Sapien
Linda Knox
Chip Cowell
Jay Carlton



CITY ADMINISTRATOR
Tom Fullen MPA, CPM

November 13, 2024

Honorable Tom Jinks, Mayor, City of Hedwig Village
Honorable Robert Buesinger, Mayor, City of Hilshire Village
Honorable Jim Pappas, Mayor, City of Hunters Creek Village
Honorable Marcus Vajdos, Mayor, City of Spring Valley Village
Gary Schenk, President, Memorial Villages Water Authority
Keith Brown, Chair, VFD Board of Commissioners

Re: VMIG Board Recommendation for Plan Year 2025 Insurance Carriers

The Board Members of the Villages Mutual Insurance Group (VMIG) met on Thursday, October 24, 2024, to review and discuss the proposals submitted by several vendors for medical, dental, vision, life, and disability insurance plans for Plan Year 2025.

VMIG's consultant, Gallagher, approached several vendors requesting proposals for medical, dental, and vision coverage. We received the following proposals:

- **United Health Care (UHC):** UHC submitted a proposal for the current medical coverage, with an initial 9% increase in premiums. Additionally, they provided an alternate medical coverage proposal with a 1.78% increase over current premiums. After further discussions, UHC revised their proposal and offered a **flat renewal** for the current medical coverage with a **0% increase** in premiums for the 2025 plan year. UHC also confirmed that there will be **no increase** in Dental and Vision premiums, as the rates are guaranteed through December 31, 2025.
- **Curative:** Curative submitted a proposal for medical coverage with a **10.72% increase** over the 2024 premiums.
- **BCBS and Cigna:** Unfortunately, both BCBS and Cigna declined to submit proposals for our consideration.
- **The Hartford:** For Life, Accidental Death & Dismemberment (AD&D), and Long-Term Disability insurance we were pleased to report that The Hartford premiums are guaranteed to remain unchanged through December 31, 2025.

After careful review of the proposals and consideration of the best interests of our members, the Board unanimously agreed to make no changes to our insurance carriers. The Board's recommendation for the 2025 plan year is as follows:

MAYOR
Jim Pappas

CITY OF HUNTERS CREEK VILLAGE

CITY COUNCIL
Stuart Marks
Fidel Sapien
Linda Knox
Chip Cowell
Jay Carlton



CITY ADMINISTRATOR
Tom Fullen MPA, CPM

Type of Insurance	Carrier
Medical	United Health Care
Dental	United Health Care
Vision	United Health Care
Life/AD&D	The Hartford
Long-Term Disability	The Hartford
Supplemental Life	The Hartford

We are confident that this renewal decision ensures best value, stability, and continuity for VMIG and its members, while maintaining the current level of coverage and service for the coming year.

Please feel free to reach out if you have any questions regarding our decision or need further information.

Sincerely,

Tom Fullen, Chair
Villages Mutual Insurance Group

cc Villages Mutual Insurance Group Board
Members' City/Board Secretaries



City of
HILSHIRE VILLAGE
Texas



Memorial Villages Water Authority | Gallagher RFP Analysis Meeting

October 24th, 2024



Gallagher

Insurance | Risk Management | Consulting

Today's Agenda

- 2025 Renewal Summary
- Medical RFP Results
- Pre-65 Retiree
- Next Steps and Timeline
- Appendix



2025 Renewal Summary

Coverage	Vendor	Rate Expiration	Rate Action
Medical / Rx	UHC	12/31/24	Rate Pass
Dental	UHC	12/31/24	Rate Guarantee until 12/31/2025
Vision	UHC	12/31/24	Rate Guarantee until 12/31/2026
Life and AD&D	The Hartford	12/31/25	Rate Guarantee until 12/31/2025
Disability	The Hartford	12/31/25	Rate Guarantee until 12/31/2025

Medical RFP Results

Medical RFP Results

Executive Summary

RFP Overview

- Gallagher directly approached vendors requesting proposals on medical, dental and vision coverage
- Received firm Medical, Dental and Vision proposals from UHC as well as alternates
- Received Medical proposal from Curative
- BCBS and Cigna declined to quote

Initial Proposal Key Points

- UHC initial renewal came back at 9% over current. Through negotiation we were able to get the renewal flat.
- UHC provided alternate plan designs
- Surest was not competitive

Medical RFP Results

Financial Summary

	UHC				Curative
Initial Proposals	Current	Initial Renewal	Negotiated Renewal	Proposed Alternative	Proposed
Estimated Annual Premium	\$2,350,620	\$2,562,164	\$2,350,620	\$2,392,411	\$2,602,608
\$ Difference		\$211,544	\$0	\$41,791	\$251,988
% Difference		9%	0%	\$1.78%	10.72%
Credits	-				\$50,000

Plan Comparison

UHC – Current vs. Renewal Plan Design

	Current UHC			Renewal UHC		
	Navigate HMO	Choice Plus Premier 1500	Choice Plus Premier 1000	Navigate HMO	Choice Plus Premier 1500	Choice Plus Premier 1000
DEDUCTIBLE						
Individual	\$1,000	\$1,500	\$1,000	\$1,000	\$1,500	\$1,000
Family	\$2,000	\$3,000	\$2,000	\$2,000	\$3,000	\$2,000
OOPM						
Individual	\$4,000	\$5,000	\$4,000	\$4,000	\$5,000	\$4,000
Family	\$8,000	\$10,000	\$8,000	\$8,000	\$10,000	\$8,000
COINSURANCE	20%	20%	20%	20%	20%	20%
COPAYS						
PCP	\$10	\$25	\$25	\$10	\$25	\$25
Specialist	\$60	\$50	\$50	\$60	\$50	\$50
Urgent Care	\$25	\$75	\$75	\$25	\$50	\$50
ER	\$500 + 20% Coinsurance	\$250 + 20% coinsurance	\$250 + 20% coinsurance	\$500 POD (Per Occurrence Ded.)	\$500 + 20% coinsurance	\$500 + 20% coinsurance
PRESCRIPTION DRUG						
Tier 1	\$15	\$15	\$15	\$15	\$15	\$15
Tier 2	\$45	\$45	\$45	\$45	\$45	\$45
Tier 3	\$85	\$85	\$85	\$85	\$85	\$85

Medical Results

UHC – Fully Insured Renewal

Carrier	Current UHC			Negotiated Renewal UHC		
Network	Navigate HMO	Choice Plus Premier	Choice Plus Premier	Navigate HMO	Choice Plus Premier	Choice Plus Premier
Monthly Premiums	<u>HMO</u>	<u>PPO 1500</u>	<u>PPO 1000</u>	<u>HMO</u>	<u>PPO 1500</u>	<u>PPO 1000</u>
Employee Only	\$622.54	\$689.07	\$708.94	\$622.54	\$689.07	\$708.94
Employee + Spouse	\$1,506.54	\$1,667.55	\$1,715.64	\$1,506.54	\$1,667.55	\$1,715.64
Employee + Child(ren)	\$1,126.80	\$1,247.22	\$1,283.19	\$1,126.80	\$1,247.22	\$1,283.19
Family	\$2,073.05	\$2,294.60	\$2,360.78	\$2,073.05	\$2,294.60	\$2,360.78
Estimated Monthly Premium	\$8,062	\$22,512	\$165,311	\$8,062	\$22,512	\$165,311
Estimated Annual Premium	\$2,350,620			\$2,350,620		
Difference (\$ change)				\$0		
Difference (% change)				0%		

Plan Comparison

UHC – Current vs. Alternative Plan Design

	Current UHC			Alternate Plan Design (+HDHP) UHC		
	Navigate HMO	Choice Plus Premier 1500	Choice Plus Premier 1000	Choice Plus HSA 4000	Choice Plus Premier 1500	Choice Plus Premier 1000
DEDUCTIBLE						
Individual	\$1,000	\$1,500	\$1,000	\$4,000	\$1,500	\$1,000
Family	\$2,000	\$3,000	\$2,000	\$8,000	\$3,000	\$2,000
OOPM						
Individual	\$4,000	\$5,000	\$4,000	\$4,000	\$5,000	\$4,000
Family	\$8,000	\$10,000	\$8,000	\$8,000	\$10,000	\$8,000
COINSURANCE	20%	20%	20%	0%	20%	20%
COPAYS						
PCP	\$10	\$25	\$25	0% after ded.	\$25	\$25
Specialist	\$60	\$50	\$50	0% after ded.	\$50	\$50
ER	\$500 + 20% Coinsurance	\$250 + 20% coinsurance	\$250 + 20% coinsurance	0% after ded.	\$500 + 20% coinsurance	\$500 + 20% coinsurance
PRESCRIPTION DRUG						
Tier 1	\$15	\$15	\$15	0% after ded.	\$15	\$15
Tier 2	\$45	\$45	\$45	0% after ded.	\$45	\$45
Tier 3	\$85	\$85	\$85	0% after ded.	\$85	\$85

Medical Results

UHC – Current vs. Alternative Plan Design

Carrier	Current UHC			Alternate Plan Design UHC		
Network	Navigate HMO	Choice Plus Premier	Choice Plus Premier	Choice Plus HSA	Choice Plus Premier	Choice Plus Premier
Monthly Premiums	<u>HMO</u>	<u>PPO 1500</u>	<u>PPO 1000</u>	<u>HSA</u>	<u>PPO 1500</u>	<u>PPO 1000</u>
Employee Only	\$622.54	\$689.07	\$708.94	\$601.36	\$702.85	\$723.12
Employee + Spouse	\$1,506.54	\$1,667.55	\$1,715.64	\$1,455.30	\$1,700.90	\$1,749.96
Employee + Child(ren)	\$1,126.80	\$1,247.22	\$1,283.19	\$1,088.47	\$1,272.16	\$1,308.86
Family	\$2,073.05	\$2,294.60	\$2,360.78	\$2,002.54	\$2,340.49	\$2,408.00
Estimated Monthly Premium	\$8,062	\$22,512	\$165,311	\$7,788*	\$22,962	\$168,618
Estimated Annual Premium	\$2,350,620			\$2,392,416		
Difference (\$ change)				\$41,796		
Difference (% change)				1.78%		

*Did not assume any movement, potential for savings depending on enrollment

Curative Health Plan Design

	In Network (After Baseline Visit)	In Network (No Baseline Visit)	Out Of Network
Deductible (Ind/Fam)	\$0	\$5,000/\$10,000	PPO: \$10,000/ \$20,000 PPO +: \$5,000/\$10,000
Out-of-Pocket Maximum (Ind/Fam)	\$0	\$7,500/\$15,000	PPO: \$15,000/\$30,000 PPO+: \$7,500/\$15,000
Coinsurance	0%	20% Med / 25% Rx	50%
Copays			
Office Visits	\$0	\$25 copay AD	\$50 copay AD
PCP/Specialist	\$0	\$50 copay AD	\$100 copay AD
Urgent Care	\$0	20% AD	20% AD
Emergency Room	\$0	20% AD	20% AD
Telemedicine/Virtual Care	\$0	\$0 Copay	-----
Pharmacy			
Preferred Generics & Brands	\$0	\$50 copay AD	50% AD
Non-Preferred Brand	\$50/\$250	\$100 copay AD	50% AD

*Out of network not available on EPO Plan

Medical Results

UHC vs. Curative

Carrier	Current UHC			Proposed Curative		
Network	Navigate HMO	Choice Plus Premier	Choice Plus Premier	First Health Network		
Monthly Premiums	<u>HMO</u>	<u>PPO 1500</u>	<u>PPO 1000</u>	<u>EPO</u>	<u>PPO</u>	<u>PPO+</u>
Employee Only	\$622.54	\$689.07	\$708.94	\$769.42	\$887.78	\$975.59
Employee + Spouse	\$1,506.54	\$1,667.55	\$1,715.64	\$1,861.99	\$2,148.43	\$2,360.92
Employee + Child(ren)	\$1,126.80	\$1,247.22	\$1,283.19	\$1,392.65	\$1,606.89	\$1,765.82
Family	\$2,073.05	\$2,294.60	\$2,360.78	\$2,562.16	\$2,956.31	\$3,248.71
Estimated Monthly Premium	\$8,062	\$22,512	\$165,311	\$179,413	\$29,004	\$12,634
Premium Credit				-\$50,000		
Estimated Annual Premium	\$2,350,620			\$2,602,612		
Difference (\$ change)				\$251,992		
Difference (% change)				10.72%		

Pre-65 Retiree

HRA Fee Schedule

WEX

Administrative Fees - ppm **\$4.95**

Minimum Monthly Fee (Applies only if the monthly administrative fee times the number of participants is less than this amount)

\$70.00

If two or more Reimbursement Account products are bundled (with the exception of Commuter Benefits); WEX will assess only one minimum monthly fee per employer group.

Eligible Employees **23**

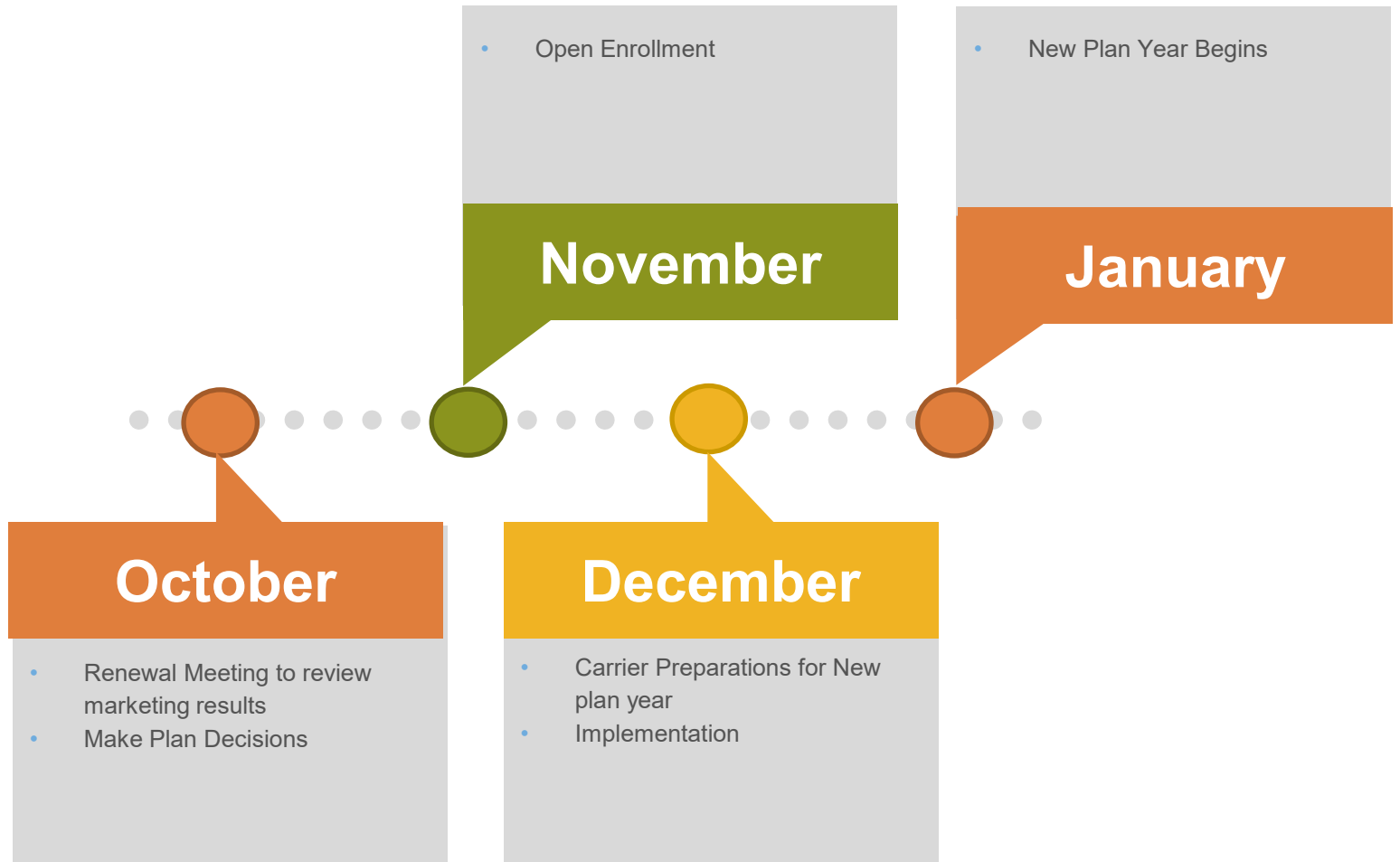
Number of HRA Participants **3**

Estimated Annual Fees Paid to WEX **\$840.00**

- UHC has approved pre-65 retiree coverage and would offer the same rates for the pre-65 retirees as the active employees.

Next Steps

Next Steps



Appendix

Plan Comparison

UHC – Current vs. Alternative Plan Design (Savings)

	Current UHC			Alternate Plan Design UHC		
	Navigate HMO	Choice Plus Premier 1500	Choice Plus Premier 1000	Choice Plus HSA 5000	Choice Plus Premier 2000	Choice Plus Premier 1500
DEDUCTIBLE						
Individual	\$1,000	\$1,500	\$1,000	\$5,000	\$2,000	\$1,500
Family	\$2,000	\$3,000	\$2,000	\$10,000	\$4,000	\$3,000
OOPM						
Individual	\$4,000	\$5,000	\$4,000	\$6,350	\$6,000	\$5,000
Family	\$8,000	\$10,000	\$8,000	\$12,700	\$12,000	\$10,000
COINSURANCE	20%	20%	20%	20%	20%	20%
COPAYS						
PCP	\$10	\$25	\$25	20% after ded.	\$30	\$25
Specialist	\$60	\$50	\$50	20% after ded.	\$60	\$50
ER	\$500 + 20% Coinsurance	\$250 + 20% coinsurance	\$250 + 20% coinsurance	20% after ded.	\$500 + 20% coinsurance	\$500 + 20% coinsurance
PRESCRIPTION DRUG						
Tier 1	\$15	\$15	\$15	20% after ded.	\$15	\$15
Tier 2	\$45	\$45	\$45	20% after ded.	\$45	\$45
Tier 3	\$85	\$85	\$85	20% after ded.	\$85	\$85

Medical Results

UHC – Current vs. Alternative Plan Design (Savings)

Carrier	Current UHC			Alternate Plan Design UHC		
Network	Navigate HMO	Choice Plus Premier	Choice Plus Premier	Choice Plus HSA	Choice Plus Premier	Choice Plus Premier
Monthly Premiums	<u>HMO</u>	<u>PPO 1500</u>	<u>PPO 1000</u>	<u>HSA</u>	<u>PPO 1500</u>	<u>PPO 1000</u>
Employee Only	\$622.54	\$689.07	\$708.94	\$518.51	\$673.19	\$685.01
Employee + Spouse	\$1,506.54	\$1,667.55	\$1,715.64	\$1,254.80	\$1,629.12	\$1,657.72
Employee + Child(ren)	\$1,126.80	\$1,247.22	\$1,283.19	\$938.51	\$1,218.48	\$1,239.87
Family	\$2,073.05	\$2,294.60	\$2,360.78	\$1,726.65	\$2,241.72	\$2,281.08
Estimated Monthly Premium	\$8,062	\$22,512	\$165,311	\$6,714	\$21,993	\$159,731
Estimated Annual Premium	\$2,350,620			\$2,261,256		
Difference (\$ change)				-\$89,364		
Difference (% change)				-3.80%		

Benchmarking

PPO Plans

	Current UHC		GBS Survey		
	Choice Plus Premier 1500	Choice Plus Premier 1000	NBS 100-499 FTEs	Texas	Public Entity
DEDUCTIBLE					
Individual	\$1,500	\$1,000	\$1,500	\$1,500	\$850
Family	\$3,000	\$2,000	\$3,000	\$4,000	\$2,000
OOPM					
Individual	\$5,000	\$4,000	\$4,000	\$5,000	\$3,000
Family	\$10,000	\$8,000	\$8,000	\$10,200	\$6,000
COINSURANCE	20%	20%	20%	20%	20%
COPAYS					
PCP	\$25	\$25	\$25	\$30	\$25
Specialist	\$50	\$50	\$40	\$50	\$40
ER	\$250 + 20% coinsurance	\$250 + 20% coinsurance	\$200	\$250	\$150
PRESCRIPTION DRUG					
Tier 1	\$15	\$15	\$10	\$10	\$10
Tier 2	\$45	\$45	\$35/\$60	\$35/\$60	\$30/\$50
Tier 3	\$85	\$85	\$100	\$150	\$85

Benchmarking

HMO Plans

	Current UHC	GBS Survey		
	Navigate HMO	NBS 100-499 FTEs	Texas	Public Entity
DEDUCTIBLE				
Individual	\$1,000	\$1,500	\$3,500	\$1,000
Family	\$2,000	\$3,000	\$7,750	\$2,000
OOPM				
Individual	\$4,000	\$3,500	\$6,000	\$3,425
Family	\$8,000	\$7,000	\$12,500	\$7,750
COINSURANCE	20%	20%	20%	20%
COPAYS				
PCP	\$10	\$25	\$35	\$25
Specialist	\$60	\$40	\$65	\$40
ER	\$500 + 20% Coinsurance	\$150	\$500	\$200
PRESCRIPTION DRUG				
Tier 1	\$15	\$10	\$10	\$10
Tier 2	\$45	\$35/\$60	\$35/\$65	\$30/\$50
Tier 3	\$85	\$100	\$150	\$85

Benchmarking

HDHP

	GBS Survey		
	NBS 100-499 FTEs	Texas	Public Entity
DEDUCTIBLE			
Individual	\$2,800	\$3,200	\$2,000
Family	\$5,600	\$6,400	\$4,000
OOPM			
Individual	\$4,000	\$5,000	\$3,200
Family	\$8,000	\$10,000	\$6,400
COINSURANCE	20%	20%	20%
COPAYS			
PCP	20%	20%	20%
Specialist	20%	20%	20%
ER	20%	20%	20%
PRESCRIPTION DRUG			
Tier 1	\$10	\$10	\$10
Tier 2	\$35/\$60	\$35/\$60	\$30/\$50
Tier 3	\$100	\$150	\$85

Your Gallagher Team

Consulting and Account Team		Contact Information	
Betty Gwinn	Public and Labor Practice Leader	Mobile: 713-582-7302	Email: Betty_Gwinn@ajg.com
Brandon DeBar	Area Vice President	Mobile: 770-500-2647	Email: Brandon_DeBar@ajg.com
Ashley Lutz	Senior Client Manager	Mobile: 830-609-8066	Email: Ashley_Lutz@ajg.com

Additional Resources		Contact Information	
Sarah Green	Wellbeing and Engagement Consultant	Mobile: 858-829-4042	Email: Sarah_Green@ajg.com
Natalie Haskett	Director of Account Management	Direct: 210-348-4110	Email: Natalie_Haskett@ajg.com
Alyson Gaume	Account Coordinator	Direct: 512-652-2474	Email: Alyson_Gaume@ajg.com

Thank you!

Brandon Debar, Area Vice President
770.500.2647
Brandon_Debar@ajg.com

Ashley Lutz, Senior Client Manager
830.609.8066
Ashley_Lutz@ajg.com



Insurance | Risk Management | Consulting



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approving IDS Engineering Group proposal to provide professional engineering services for rehabilitation of the Home Depot Lift Station

BACKGROUND:	At the September 24, 2024, council meeting, the 2024-2029 CIP schedule was adopted by City Council as part of the budget process. The Home Depot Lift Station Rehabilitation rolled over from the previous CIP plan and staff requested IDS Engineering Group provide the City with an official proposal for professional engineering services. The proposed project will comprise: • Re-pipe valve pit • Replace both 5-hp pumps • Upgrade electrical service to improve the efficiency of the lift station IDS Engineering Group submitted a proposal for complete professional engineering services for the Home Depot Lift Station Rehabilitation Project in the amount of \$129,330.00. These services include: • Preliminary phase services • Design services • Submittals and responses to TCEQ • Bid phase services • Construction phase services
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ATTACHMENTS:	CoSVV HomeDepot LS Ver 4
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FUNDING:	
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Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description
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RECOMMENDATION: Staff recommends approving IDS Engineering Groups proposal for professional engineering services for the Home Depot Lift Station Rehabilitation.

November 11, 2024

Ms. Kristina Watson
Public Works Director
City of Spring Valley Village
1025 Campbell Road
Houston, Texas 77055

Reference: Proposal for Professional Engineering Services for the Rehabilitation of the Home Depot Lift Station
IDS Project Number 2316-007-00

Dear Ms. Watson:

IDS Engineering Group, Inc. is pleased to present this proposal to provide professional engineering services to the City of Spring Valley Village (City), to prepare plans and construction documents for the rehabilitation of the Home Depot Lift Station (LS).

The Home Depot LS is a two -pump submersible lift station with two 5-hp pumps and was constructed in 2008. Recently the City had to re-pipe the valve pit utilizing a temporary pipe arrangement. IDS also understand that the would like to upgrade the electrical service from single phase to three phase and improve the efficiency of the LS.

Our proposed Scope of Services is as follows:

Preliminary Phase Services:

1. Assess the electrical service for three-phase service.
2. Confirm the capacity and sizes of the pumps.
3. Prepare a recommendation letter discussing the alternatives and estimated construction costs

Design Phase Services:

4. Prepare detailed construction plans and specifications for the rehabilitation of the Home Depot LS.
5. Prepare a final construction cost estimate.
6. Prepare and submit the plans to the TCEQ and Harris County for approval.
7. Respond to TCEQ and Harris County review comments.

Bid Phase Services:

8. Prepare bid documents for the project. Provide bid documents to prospective bidders.
9. Conduct a pre-bid meeting and prepare any required contract addenda.
10. Tabulate bids and make recommendation for project award.

Construction Phase Services:

11. Attend a pre-construction meeting
12. Review submittals and shop drawings
13. Review and respond to RFI's
14. Assist the City with change orders
15. Prepare "Record Drawings" from contractor submitted "As-Builts"

Construction Observation Services

16. Perform periodic construction observation
17. Review contractor pay estimates

We understand that construction phase services will be authorized at a later date. We propose performing the above described services for the following fees:

Preliminary Phase Services	\$10,090.00	(lump sum)
Design Phase Services	\$78,320.00	(lump sum)
Bid Phase Services	\$3,840.00	(lump sum)
Construction Phase Services	\$23,140.00	(lump sum)
Construction Observation Services	\$13,940.00	(hourly)
Total Budget		\$129,330.00

Attached is our detailed level of effort manhour estimate in support of the above fees.

We appreciate the opportunity to provide this proposal to the City. Please call me if you have any questions.

Respectfully,



Travis Sellers, P.E.
Sr. Vice President



Marcel Khouw, P.E.
Sr. Project Manager

Attachment

CITY OF SPRING VALLEY VILLAGE												
Home Depot LS Rehabilitation												
IDS ENGINEERING GROUP												
Project No: 2316-007-00												
REVISED: 11/12/24												
			PRINCIPAL	SR. PROJ. MGR	DES. MGR.	PROJ ENGR.	SR. DESIGNER	CONST	CLER	Subconsultant (Cost + 10%)	TOTAL	TOTAL
SHT. NO.	DWG. NO.	DESCRIPTION	\$260	\$220	\$200	\$150	\$150	\$140	\$110			
Preliminary Phase Services												
		Electrical Evaluations								\$5,410.00	0	\$5,410
		LS Site and Mechanical Evaluation		4		4					8	\$1,480
		Confirm Pump Size/Capacity		2		8					10	\$1,640
		Prepare Letter Recommendation		2		6			2		10	\$1,560
Subtotal Preliminary Phase Services												\$10,090
Design Phase Services												\$0
1		Cover Sheet					2	1	2			\$660
2		General Construction Notes					4	2	4			\$1,320
3		LS Site Plan		2		2	8	2	20			\$4,420
4		LS Elevation		2		4	8	4	20			\$5,000
5		LS Reference Drawing		2		4	8	4	20			\$5,000
6		LS Pump Data Tables		2		4	8	4	20			\$5,000
7-19		LS Electrical								\$25,760.00		\$25,760
20		Misc. Details 1 of 4		1		2	4	2	12			\$2,720
21		Misc. Details 2 of 4		1		2	4	2	12			\$2,720
22		Misc. Details 3 of 4		1		2	4	2	12			\$2,720
23		Misc. Details 4 of 4		1		2	4	2	12			\$2,720
24		SWPPP				2	4	2	12			\$2,500
												\$0
		Project Management and QA/QC	4	24								\$6,320
		Contract Documents & Specifications		2	4	20			4			\$4,680
		Electrical Specifications								\$3,500.00		\$3,500
		QTO/CCE		2		8						\$1,640
		Address City Comments		2		8						\$1,640
Subtotal Design Phase Services												\$78,320
Bid Phase Services												
		Bid Assistance, Pre-Bid, Addenda, Bid Tab, Rec of Award		4		8			16			\$3,840
Construction Phase Services												
		Site Visits (6 month construction)		6		12						\$3,120
		Project Meetings		6		6			4			\$2,660
		Submittals/RFI/RFP		4		40			8			\$7,760
		Electrical Submittals								\$6,160.00		\$6,160
		Record Drawings		2		4	16					\$3,440
Subtotal Construction Phase Services												\$23,140
Periodic Observation												
		24 weeks x 4 hr/week						96				\$13,440
		Mileage/Reimbursible Expenses										\$500
Subtotal Periodic Observation												\$13,940
			4	72	4	148	74	123	180		28	
TOTAL PROJECT			\$1,040	\$15,840	\$800	\$22,200	\$11,100	\$17,220	\$19,800	\$40,830.00		\$129,330

September 16, 2022

Mr. Marcel Khouw, P.E., Assoc. DBIA
Senior Project Manager
IDS Engineering Group
13430 Northwest Freeway, Suite 700
Houston, Texas 77040
Email: MKhouw@idseg.com

RE: Spring Valley Village - Home Depot Lift Station
Proposal for Electrical Engineering Support Services (Rev. 1)

Dear Mr. Khouw:

Kalluri Group, Inc. (KGI) is pleased to submit a proposal for electrical engineering support services for the above referenced project. The work associated with these engineering services is separated into the following phases:

1. Preliminary Engineering Phase
2. Final Design Phase
3. Construction Phase

Preliminary Engineering Phase:

KGI's scope of work during this phase will include the following:

- Attend kick-off meeting.
- Attend monthly progress meetings by Teams for coordination with other disciplines.
- Perform a site visit for existing condition assessment.
- Identify the engineering basis of design for electrical, instrumentation and controls (EIC) portion of the project for three alternatives.
 - Alternative 1 – Replace 240 Volt Single Phase Service with 480 Volt 3 Phase Service
 - Alternative 2 – Keep 240 Volt Single Phase Service, Replace Starters with 3 Phase Drives for Pumps
 - Alternative 3 – Keep 240 Volt Service and just Replace Motors with larger
- Perform preliminary sizing of the natural gas generator.
- Develop preliminary drawings consisting of Electrical One Line Diagram and an Electrical Site Plan.
- Prepare Engineer's Opinion of Probable Construction Cost for the EIC portion of the project.

Final Design Phase:

KGI's scope of work during this phase will include the following:

- Design and Plans: Prepare design drawings for constructing related to EIC portion of the project. Plans will be submitted to IDS at 60 percent, 90 percent, and Final Bid Ready Documents.
- Specifications: Prepare technical specifications related to EIC portion of the project.

- Engineer's Opinion of Probable Construction Cost (OPCC)

Construction Phase Services:

KGI's scope of work during this phase will include the following:

- Assist IDS to respond to RFIs, and prepare change orders, if required related to EIC portions of the project.
- Provide review comments for shop drawing and O&M submittals.
- Perform substantial completion inspection for EIC portion of the project.

Please note electrical deliverables follow the other disciplines and requires a minimum three (3) weeks after receipt of the following information:

- Finalized Pump Motor Data including pump catalogue cut-sheets.
- Site Plan (PDF and CAD files)
- Process/Mechanical Piping Plans and Sections (PDF and CAD files)

Exhibit-A summarizes a level of effort estimate for various phases of the project related to electrical improvements. Summarized below are costs associated with different phases:

Task	Engineering Fee
Phase I - PER	\$4,914.00
Phase II - Final Design	\$26,598.00
Phase II - Bid Phase Services	\$0.00
Phase III - Construction Phase Services	\$5,600.40
Total:	\$37,112.40

We appreciate the opportunity to work with you on this project. If there are any questions concerning this proposal, please feel free to call me on my cell phone 713-829-3560.

Sincerely,



Ramesh Kalluri, P.E.
President
Kalluri Group, Inc.
TBPE Registration No. F-665

EXHIBIT-A

Spring Valley Village - Home Depot Lift Station

Phase I Preliminary Engineering - Electrical, Instrumentation and Controls



		Description / Task	Estimated Manhours										Subtotal (hrs)	Subtotal (cost \$)	Subs (cost \$)	Subs (cost \$)	Other Direct Costs	Total Fee	
			Principal (hrs)	Technical Director (hrs)	Project Manager (hrs)	Engr. Grade 7/8 (hrs)	Engr. Grade 5/6 (hrs)	Engr. Grade 3/4 (hrs)	Sr. Electrical Designer (hrs)	CADD (hrs)	Sr. Word Processor (hrs)	Contract Admin 5/6 (hrs)							Admin Assistant (hrs)
		Raw Salary	\$ 85.00	\$ 75.00	\$ 70.00	\$ 70.00	\$ 65.00	\$ 55.00	\$ 55.00	\$ 35.00	\$ 35.00	\$ 35.00	\$ 25.00						
		Raw Salary Multiplier (3.00)	\$ 255.00	\$ 225.00	\$ 210.00	\$ 210.00	\$ 195.00	\$ 165.00	\$ 165.00	\$ 105.00	\$ 105.00	\$ 105.00	\$ 75.00						
	1. 1	Data Collection and Review (IDS will provide drawings)					1		2					3	\$ 525.00	\$ -	\$ -	\$ -	\$ 525.00
	1. 2	Field trip												0	\$ -	\$ -	\$ -	\$ -	\$ -
	1. 3	Evaluate the following alternatives: • Alternative 1 – Replace 240 Volt Single Phase Service with 480 Volt 3 Phase Service • Alternative 2 – Keep 240 Volt Single Phase Service, Replace Starters with 3 Phase Drives for Pumps • Alternative 3 – Keep 240 Volt Service and just Replace Motors with larger					2		3					5	\$ 885.00	\$ -	\$ -	\$ -	\$ 885.00
	1. 4	Coordination Meetings with CNP (if required)							1					1	\$ 165.00	\$ -	\$ -	\$ -	\$ 165.00
	1. 5	Prepare a Sketch of Electrical One Line Diagram for recommended option only (to prepare OPCC)					1		2					3	\$ 525.00	\$ -	\$ -	\$ -	\$ 525.00
	1. 6	Sizing of Manual Transfer Switch for Generator Connection					1		2					3	\$ 525.00	\$ -	\$ -	\$ -	\$ 525.00
	1. 7	Prepare a Sketch of Electrical Site Plan (to prepare OPCC)					1		2					3	\$ 525.00	\$ -	\$ -	\$ -	\$ 525.00
	1. 8	Coordination Meetings with IDS (Assume One)					1							1	\$ 195.00	\$ -	\$ -	\$ -	\$ 195.00
	1. 9	Prepare Material Take Off and Opinion of Probable Construction Cost for EIC portion of the work					1		2					3	\$ 525.00	\$ -	\$ -	\$ -	\$ 525.00
	1. 10	Prepare Writeup for Electrical portion of the work for PER					1		4					5	\$ 855.00	\$ -	\$ -	\$ -	\$ 855.00
														0	\$ -	\$ -	\$ -	\$ -	\$ -
														0	\$ -	\$ -	\$ -	\$ -	\$ -
														0	\$ -	\$ -	\$ -	\$ -	\$ -
														0	\$ -	\$ -	\$ -	\$ -	\$ -
														0	\$ -	\$ -	\$ -	\$ -	\$ -
														0	\$ -	\$ -	\$ -	\$ -	\$ -
														0	\$ -	\$ -	\$ -	\$ -	\$ -
														\$ -					
		Phase I Manhours	0	0	0	0	9	0	18	0	0	0	0	27	\$ 4,725.00	\$ -	\$ -	\$ -	\$ 4,725.00
		OTHER DIRECT COSTS (ODCs)													\$ -	\$ -	\$ -	\$ 189.00	\$ 189.00
		TOTALPHASE I:													\$ 4,725.00	\$ -	\$ -	\$ 189.00	\$ 4,914.00

EXHIBIT-A

Spring Valley Village - Home Depot Lift Station
Phase II Detail Engineering and Phase III Construction Phase Services - Electrical, Instrumentation and Controls



		Description / Task	Estimated Manhours											Subtotal (hrs)	Subtotal (cost \$)	Subs (cost \$)	Subs (cost \$)	Other Direct Costs	Total Fee
			Principal (hrs)	Technical Director (hrs)	Project Manager (hrs)	Engr. Grade 7/8 (hrs)	Engr. Grade 5/6 (hrs)	Engr. Grade 3/4 (hrs)	Sr. Electrical Designer (hrs)	Sr. CADD (hrs)	Sr. Word Processor (hrs)	Contract Admin 5/6 (hrs)	Admin Assistant (hrs)						
		Raw Salary	\$ 85.00	\$ 75.00	\$ 70.00	\$ 70.00	\$ 65.00	\$ 55.00	\$ 50.00	\$ 45.00	\$ 35.00	\$ 35.00	\$ 25.00						
		Raw Salary Multiplier (3.00)	\$ 255.00	\$ 225.00	\$ 210.00	\$ 210.00	\$ 195.00	\$ 165.00	\$ 150.00	\$ 135.00	\$ 105.00	\$ 105.00	\$ 75.00						
Administrative Tasks																			
	1. 1	Review Final PER												0	\$ -	\$ -	\$ -	\$ -	\$ -
	1. 2	Site Visits (Assumes no delay after PER is submitted)							2					2	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00
	1. 3	Project Progress Meetings (Assumed Max. of 1)					2		4					6	\$ 990.00	\$ -	\$ -	\$ -	\$ 990.00
	1. 4	Coordination with CenterPoint Energy					2							2	\$ 390.00	\$ -	\$ -	\$ -	\$ 390.00
	1. 5	Submittals 60%, 90% and 100%					1		3	3				7	\$ 1,050.00	\$ -	\$ -	\$ -	\$ 1,050.00
	1. 6	Address Permit Review Comments (Assumed no permits are required)												0	\$ -	\$ -	\$ -	\$ -	\$ -
	1. 7	Prepare Material Take Off for Estimating and Obtain Quotes for Major Equipment							2					2	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00
	1. 8	Prepare Probable Construction Cost Estimate					1		4					5	\$ 795.00	\$ -	\$ -	\$ -	\$ 795.00
	1. 9	QA/QC												0	\$ -	\$ -	\$ -	\$ -	\$ -
Drawings																			
	2. 1	Electrical - Legend and Symbols							1	2				3	\$ 420.00	\$ -	\$ -	\$ -	\$ 420.00
	2. 2	Electrical - Overall Site Plan - Demolition					1		4	6				11	\$ 1,605.00	\$ -	\$ -	\$ -	\$ 1,605.00
	2. 3	Electrical - Enlarged Proposed Site Plan					2		8	8				18	\$ 2,670.00	\$ -	\$ -	\$ -	\$ 2,670.00
	2. 4	Electrical - One Line Diagram Demolition					1		4	4				9	\$ 1,335.00	\$ -	\$ -	\$ -	\$ 1,335.00
	2. 5	Electrical - Proposed One Line Diagram with Load Analysis					2		8	8				18	\$ 2,670.00	\$ -	\$ -	\$ -	\$ 2,670.00
	2. 6	Electrical - Lift Station Plan & Sections					2		8	8				18	\$ 2,670.00	\$ -	\$ -	\$ -	\$ 2,670.00
	2. 7	Electrical - Cable and Conduit Schedules					1		4	4				9	\$ 1,335.00	\$ -	\$ -	\$ -	\$ 1,335.00
	2. 8	Electrical - Service Rack Detail					1		4	4				9	\$ 1,335.00	\$ -	\$ -	\$ -	\$ 1,335.00
	2. 9	Electrical - Control Wiring Diagrams					1		4	4				9	\$ 1,335.00	\$ -	\$ -	\$ -	\$ 1,335.00
	2. 10	Electrical - Scada Equipment Panel Layout & Network Diagram (Assumed Not Required)												0	\$ -	\$ -	\$ -	\$ -	\$ -
	2. 11	Electrical - Details Sheet 1 of 2					1		4	5				10	\$ 1,470.00	\$ -	\$ -	\$ -	\$ 1,470.00
	2. 12	Electrical - Details Sheet 2 of 2					1		4	4				9	\$ 1,335.00	\$ -	\$ -	\$ -	\$ 1,335.00
Project Manual (Specifications)																			
	3. 1	Input to Sections 01110, 01114 and 00410					1							1	\$ 195.00	\$ -	\$ -	\$ -	\$ 195.00
	3. 2	Review and Input to Division 11 Specifications					1							1	\$ 195.00	\$ -	\$ -	\$ -	\$ 195.00
	3. 3	16010, 16060, 16111, 16120, 16126, 16131, 16140, 16161, 16170, 16171, 16172, 16195, 16402, 16460, 16475, 16476, 16481, 16482 - Modify KGI Specifications to suit this project					4		16					20	\$ 3,180.00	\$ -	\$ -	\$ -	\$ 3,180.00
															\$ -				
		Final Design Manhours	0	0	0	0	25	0	84	60	0	0	0	169	\$ 25,575.00	\$ -	\$ -	\$ -	\$ 25,575.00
		OTHER DIRECT COSTS (ODCs)													\$ -	\$ -	\$ -	\$ 1,023.00	\$ 1,023.00
		TOTALPHASE II FINAL DESIGN:													\$ 25,575.00	\$ -	\$ -	\$ 1,023.00	\$ 26,598.00
Phase II Bid Phase Services (KGI Not Involved)																			
	4. 1	Attend Pre-Bid Meeting (via Teams)												0	\$ -	\$ -	\$ -	\$ -	\$ -
	4. 2	Prepare & Issue Addenda												0	\$ -	\$ -	\$ -	\$ -	\$ -
	4. 3	Respond to Bidder Questions												0	\$ -	\$ -	\$ -	\$ -	\$ -
	4. 4	Bid Evaluation / Bid Tabulation (KGI Not Involved)												0	\$ -	\$ -	\$ -	\$ -	\$ -
	4. 5	Recommendation of Award (KGI Not Involved)												0	\$ -	\$ -	\$ -	\$ -	\$ -
	4. 6	Const. Contract Preparation/As-Bid Document Prep. (KGI Not Involved)													\$ -	\$ -	\$ -	\$ -	\$ -

EXHIBIT-A

Spring Valley Village - Home Depot Lift Station
Phase II Detail Engineering and Phase III Construction Phase Services - Electrical, Instrumentation and Controls



			Description / Task	Estimated Manhours										Subtotal (hrs)	Subtotal (cost \$)	Subs (cost \$)	Subs (cost \$)	Other Direct Costs	Total Fee	
				Principal (hrs)	Technical Director (hrs)	Project Manager (hrs)	Engr. Grade 7/8 (hrs)	Engr. Grade 5/6 (hrs)	Engr. Grade 3/4 (hrs)	Sr. Electrical Designer (hrs)	Sr. CADD (hrs)	Sr. Word Processor (hrs)	Contract Admin 5/6 (hrs)							Admin Assistant (hrs)
			Raw Salary	\$ 85.00	\$ 75.00	\$ 70.00	\$ 70.00	\$ 65.00	\$ 55.00	\$ 50.00	\$ 45.00	\$ 35.00	\$ 35.00	\$ 25.00						
			Raw Salary Multiplier (3.00)	\$ 255.00	\$ 225.00	\$ 210.00	\$ 210.00	\$ 195.00	\$ 165.00	\$ 150.00	\$ 135.00	\$ 105.00	\$ 105.00	\$ 75.00						
															0	\$ -	\$ -	\$ -	\$ -	\$ -
			Sub-Total:	0	0	0	0	0	0	0	0	0	0	0	0	\$ -	\$ -	\$ -	\$ -	\$ -
Phase III Construction Phase Services																				
	5.1		Address RFIs and prepare changes orders, if any					1		2					3	\$ 495.00	\$ -	\$ -	\$ -	\$ 495.00
	5.2		Review Shop Drawings (1st Submittal)					2		20					22	\$ 3,390.00	\$ -	\$ -	\$ -	\$ 3,390.00
	5.3		Review Shop Drawings (2nd Submittal)												0	\$ -	\$ -	\$ -	\$ -	\$ -
	5.4		Review O&M Manuals (1st Submittal)							4					4	\$ 600.00	\$ -	\$ -	\$ -	\$ 600.00
	5.5		Review O&M Manuals (2nd Submittal)												0	\$ -	\$ -	\$ -	\$ -	\$ -
	5.6		Meetings													\$ -	\$ -	\$ -	\$ -	\$ -
			- Construction Kickoff Meeting												0	\$ -	\$ -	\$ -	\$ -	\$ -
			- Monthly Progress Meetings (None)												0	\$ -	\$ -	\$ -	\$ -	\$ -
			- Centerpoint Energy Coordination												0	\$ -	\$ -	\$ -	\$ -	\$ -
			- Substantial Completion Walk-Thru							4					4	\$ 600.00	\$ -	\$ -	\$ -	\$ 600.00
			- Prepare Electrical Punch List							2					2	\$ 300.00	\$ -	\$ -	\$ -	\$ 300.00
	5.7		As Builts (By IDS)												0	\$ -	\$ -	\$ -	\$ -	\$ -
			Sub-Total:	0	0	0	0	3	0	32	0	0	0	0	35	\$ 5,385.00	\$ -	\$ 5,385.00	\$ -	\$ 5,385.00
			OTHER DIRECT COSTS (ODCs)													\$ -	\$ -	\$ -	\$ 215.40	\$ 215.40
			TOTAL:													\$ 5,385.00	\$ -	\$ 5,385.00	\$ 215.40	\$ 5,600.40



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Cobb, Fendley & Associates, Inc.'s proposal to provide Professional Engineering Services for the Croes Drive Pavement & Utility Improvement Project

BACKGROUND:	At the September 24, 2024, regular City Council meeting, the 2024-2029 Capital Improvement Plan (CIP) schedule was adopted by City Council through the budget process. The CIP identified two pavement and utility improvement projects for design work this year, with the plan to construct the projects in FY 2026. Staff reached out to Cobb, Fendley & Associates (CobbFendley), to prepare engineering and construction cost estimates to assist in approximating costs for the CIP projects identified. This month, staff requested CobbFendley provide the city with an official proposal for the professional engineering services for the Croes Drive (E&W of Fries) Pavement & Utility Improvement Project. The proposed project will comprise replacing: • Approximately 1,500 feet of existing asphalt roadway with a concrete curb and gutter street. • Approximately 1,500 feet of water line. • Approximately 400 feet of sanitary sewer. • Ditches will be replaced with a storm sewer system. Cobb, Fendley & Associates, Inc. submitted a proposal for complete professional engineering services for the Croes Drive (E&W of Fries) Pavement & Utility Improvement Project in the amount of \$276,530.00. to these services include: • Preliminary engineering report (PER) • Surveying
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- Preparing roadway design
- Hydrologic and hydraulic analysis
- Signing and pavement markings design
- Traffic control plans
- Tree protection plans
- Storm water pollution prevention plans
- Utility design
- Geotechnical study
- Utility coordination and engineering
- Bid phase services
- Construction phase services

ATTACHMENTS: Project Area 1 Roadway Proposal

FUNDING:

Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description
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RECOMMENDATION: Staff recommends approving CobbFendley's professional engineering services proposal for the Croes Drive (E&W of Fries) Pavement & Utility Improvement Project.

November 8, 2024

Mr. John McDonald
Spring Valley Village
1025 Campbell Road
Houston, Texas 77055

Re: Proposal for Professional Engineering Services
Spring Valley Village - Croes Drive Reconstruction
CobbFendley Project No. _____

Dear Mr. McDonald:

Cobb, Fendley & Associates, Inc. (CobbFendley) is pleased to submit this proposal to provide Professional Engineering Services for the Croes Drive Reconstruction in Spring Valley Village, Harris County, Texas. CobbFendley proposes to provide the Scope of Services, Compensation, and Schedule as outlined in Attachments A, B and C, respectively.

Thank you for the opportunity to submit this proposal. Please advise if you have any questions or require additional information.

Sincerely yours,

COBB, FENDLEY & ASSOCIATES, INC.

Scope of Service accepted by:

Spring Valley Village

Amber Hurd, PE
Vice President, Department Manager

Signature

Date of Authorization

ATTACHMENT A
SCOPE OF SERVICES

Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services
Croes Drive Reconstruction

PROJECT DESCRIPTION AND LIMITS

CobbFendley shall provide engineering services required for the preparation of plans,

- 1 PRELIMINARY ENGINEERING 30% (Lump Sum)
- 2 DRAINAGE ANALYSIS (Lump Sum)
- 3 FINAL DESIGN (Lump Sum)
- 4 BID PHASE SERVICES (Lump Sum)
- 5 CONSTRUCTION ADMINISTRATION (Lump Sum)
- 6 SURVEY (Lump Sum)
- 7 URBAN FORESTRY SERVICES (cost + 10%)
- 8 GEOTECHNICAL SERVICES (cost + 10%)

The design will consist of replacing approximately 1,500 feet of an existing residential asphalt roadway including 1,500-feet of water, and 400-feet of sanitary sewer. The existing roadway includes road side ditches. The ditches will be replaced with storm sewer. The asphalt road will be replaced with a concrete curb and gutter street. These services include preliminary engineering report (PER), surveying, preparing roadway design, hydrologic and hydraulic analysis, signing and pavement markings design, traffic control plans, tree protection plans, storm water pollution prevention plans, utility design, geotechnical study, utility coordination and engineering, bid phase services, and construction phase services necessary to support the design process.

See Exhibit A for Project Layout

SUB CONSULTANTS

CobbFendley shall subcontract the urban forestry and geotechnical services. Below is a list of the
Urban Forestry Services - C.N. Koehl Urban Forestry, Inc
Geotechnical Services – QC Labs

Proposals for each service are attached to this document.

GENERAL REQUIREMENTS

CobbFendley shall prepare all work in accordance with the latest version of applicable City's procedures, specifications, manuals, guidelines, standard drawings, and standard specifications or previously approved special provisions and special specifications. When design criteria are not identified in City manuals, CobbFendley shall notify the City and refer to State approved manuals, which include: Roadway Design Manual, Hydraulic Design Manual, the Texas Manual on Uniform Traffic Control Devices (TMUTCD), Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges (latest Edition), and other State approved manuals.

CobbFendley shall notify the City when entering private property to perform any surveying, engineering or geotechnical activities needed outside of current right-of-way. City will contact each property owner prior to any entry onto the owner's property and will notify CobbFendley when Right of Entry (ROE) is obtained.

The Engineer shall coordinate through the City's Project Manager or Designee for the PS&E development with any local entity having jurisdiction or interest in the project (e.g. HCFCD, TxDOT, City, etc.).

The Engineer shall coordinate issues and communications through the City's Project Manager or Designee.

The Engineer shall invoice according to Descriptions shown in Attachment "B" of the Contract for Professional Services. The Engineer shall submit each invoice in a format acceptable to the City.

The Engineer shall submit invoice packages:

City of Spring Valley Village
Attention: Sylvia Chiapponi
1025 Campbell Road
Houston, Texas 77055

PRELIMINARY ENGINEERING 30% (Lump Sum)

I. DATA COLLECTION AND FIELD RECONNAISSANCE

CobbFendley will collect, review and evaluate data described below. The Engineer shall notify the City in writing whenever the Engineer finds disagreement with the information or documents:

- a. Data, if available, from the City, including “as-built plans”, existing schematics, right-of-way maps, Subsurface Utility Engineering (SUE) mapping, existing channel and drainage easement data, identified hazardous material sites, current unit bid price information, current special provisions, special specifications, and standard drawings.
- b. Documents for existing and proposed development along proposed route from local municipalities and local ordinances related to project development.
- c. Utility plans and documents from appropriate municipalities and agencies
- d. Flood plain information and studies from the Federal Emergency Management Agency (FEMA), the United States Army Corps of Engineers (USACE), City of Spring Valley Village, Harris County Flood Control District (HCFCD), and other governmental agencies.
- e. Conduct field reconnaissance and collect data including a photographic record of notable existing features.

II. PRELIMINARY ROADWAY DESIGN

- a. Typical Sections - CobbFendley will provide typical sections sheets prepared for the existing and proposed roadway.
- b. Roadway Plan and Profiles - CobbFendley will provide roadway plan and profile drawings using CADD standards as required by the City. The drawings will consist of a plan and profile view of existing features and proposed improvements. The roadway base map must contain line work that depicts existing surface features obtained during the survey, visible or documented subsurface utilities, and existing right-of-way lines will be shown. Plan and Profile sheets will be prepared to a scale of 1"=40' horizontal and 1"=4' vertical on 11"x17" format sheets.
- c. Pavement Design. CobbFendley shall incorporate the pavement design as recommended by Geotechnical Study.

III. PRELIMINARY DRAINAGE DESIGN

- a. Preliminary Drainage System and Culvert Design – In conjunction with the preliminary drainage impact analysis, CobbFendley will develop a preliminary drainage system and culvert layout showing all of the preliminary details of the new proposed drainage structures. These exhibits sheets will be used as a basis for the final design.

IV. UTILITY COORDINATION

CobbFendley will perform the utility and investigation work involving the research and identification of all private and public utilities within the projects limits.

IV. PRELIMINARY WATER AND SANITARY SEWER LAYOUT

CobbFendley will prepare a preliminary plan sheet showing the proposed waterline and sanitary sewer main reconstruction within the project limits.

V. PROJECT MANAGEMENT

This task is to provide the overall management of the contract which includes Project Scheduling, Project Invoicing, Monthly Progress Reports, Attend Coordination Meetings, Progress Review Meetings (Limited to Once a Month), Coordination with Subconsultants.

DRAINAGE ANALYSIS (Lump Sum)

- a. Drainage Design Criteria - Design criteria applicable for all design and analysis shall be in accordance with City of Spring Valley Village Drainage Criteria Manual (December 2017) for design of drainage facilities, except where Harris County Flood Control Districts (HCFCD) Policy Criteria & Procedures Manual (July 2019) apply. CobbFendley will consider NOAA Atlas 14 Version 11 for Rainfall data, and its relationship to the effective 500-year FEMA water surface elevation.
- b. Preliminary Drainage Impact Analysis - CobbFendley shall perform a Preliminary Drainage Impact Analysis during development of the Preliminary Schematic to determine the outfall locations, preliminary detention volume requirements, investigate mitigation sites, and compute preliminary water surface elevations.
- c. Preliminary Drainage System and Culvert Design – In conjunction with the preliminary drainage impact analysis, CobbFendley will develop a preliminary drainage system and culvert layout showing all of the preliminary details of the new proposed drainage structures.
- d. Final Drainage Impact Analysis - The Preliminary Drainage Impact Analysis performed during the preliminary phase shall be updated based on the approved Geometric Project Layout. The impacts shall be determined based on the increase in impervious cover and change in time of concentration and shall be quantified at each drainage outfall. The impacts shall be determined in terms of increases in peak flows and runoff volumes. Drainage areas and hydrologic parameters shall be updated based on the drainage design for each outfall. Existing and proposed condition hydrographs shall also be updated to determine the required detention volume. A routing analysis shall be performed to determine the final detention volume and size the outlet restrictor. The routing analysis shall be performed using XP-SWMM.

FINAL DESIGN (Lump Sum)

I. ROADWAY DESIGN

CobbFendley will prepare the final roadway design in accordance with the approved Preliminary Engineer Report.

- a. Typical Sections - CobbFendley will provide typical sections sheets prepared for the existing and proposed roadway.
- b. Roadway Plan and Profiles - CobbFendley will provide roadway plan and profile drawings using CADD standards as required by the City. The drawings will consist of a plan and profile view of existing features and proposed improvements. The roadway base map must contain line work that depicts existing surface features obtained from the schematic drawing and survey, existing subsurface and surface utilities, and existing and proposed right-of-way lines will be shown. Plan and Profile sheets will be prepared to on 22"x34" format sheets.
- c. Cut and Fill Quantities - The Engineer shall develop an earthwork analysis to determine cut and fill quantities and provide design cross sections at 100 feet intervals.
- d. Pavement Design - CobbFendley shall incorporate the pavement design as recommended by Geotechnical Study.

II. FINAL DRAINAGE DESIGN

- a. Storm sewer design analyzed per City of Spring Valley Village Drainage Criteria Manual dated December 2017.
- b. Storm sewer plan and profile sheets showing inlets, laterals, trunk line(s) and outfall(s).

III. STORMWATER POLLUTION PREVENTION PLAN (SW3P)

CobbFendley will prepare SW3P sheets and details based on the latest NPDES, Harris County Stormwater Quality Standards and City standards to minimize the potential impact to receiving waterways.

IV. PERMANENT SIGNING AND PAVEMENT MARKING PLAN

- a. Signing - CobbFendley will prepare drawings identifying and locating the signs within the project limits. Proposed signs will be illustrated and numbered on plan sheets.
- b. Pavement Marking - CobbFendley will prepare plan sheets showing pavement markings and channelization devices. CobbFendley will select pavement markings from the latest City standards.

V. TRAFFIC CONTROL PLAN

CobbFendley will prepare Traffic Control Plan (TCP) sheets in accordance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD) for Streets and Highways (latest edition).

VI. WATERLINE AND SANITARY SEWER MAIN DESIGN

CobbFendley will prepare plan and profile sheets showing the replacement of the waterline and sanitary sewer main, designed to meet City and TCEQ minimum requirements, within project limits.

VII. PROJECT MANUAL, SPECIFICATIONS AND GENERAL NOTES

CobbFendley will prepare a Project Manual including the City's standard front end documents, standard specifications, special specifications, special provisions and the appropriate reference items. The Engineer shall prepare General Notes from the City's Master List of General Notes, Special Specifications and Special Provisions for inclusion in the plans and bidding documents.

VIII. PROJECT MANAGEMENT

This task is to provide the overall management of the contract which includes Project Scheduling, Project Invoicing, Monthly Progress Reports, Attend Coordination Meetings, Progress Review Meetings (Limited to Once a Month), Coordination with Subconsultants.

BID PHASE SERVICES (Lump Sum)

CobbFendley shall perform the following tasks:

- a. Reproduce and disseminate bid sets to appropriate plan rooms and coordinate with purchasing department with bid documents.
- b. Conduct pre-bid meeting and attend the Bid Opening.
- c. Respond in writing to questions from Bidders and prepare Addenda as necessary.
- d. Prepare Engineer's Recommendation of Award Letter.
- e. Produce and transmit for execution with the Notice of Intent to Award (NOI).
- f. Coordinate contract execution for contractor.

CONSTRUCTION ADMINISTRATION (Lump Sum)

CobbFendley shall provide Construction Administration These services shall include, but are not limited to the following:

- a. Attend preconstruction meeting
- b. Attend up to 12 field meetings and make visits to site
- c. Calculate quantities and assist in preparing change orders
- d. Review and approval of submittals and shop drawings
- e. Responding to requests for information (RFIs)
- f. Attend Substantial Completion Inspection and Prepare Punchlist
- g. Attend Final Completion Inspection
- h. Review Contractors Pay Applications for Approval

SURVEY (Lump Sum)

CobbFendley surveyor will provide surveying services necessary to produce topographical maps, locate and tie existing utilities, locate approximate right-of-way, to tie the soil boring locations.

The City will obtain rights of entry (ROE) authorizations for properties where access is required for necessary data collection, in which properties are privately owned.

I. ESTABLISH PROJECT CONTROL

CobbFendley surveyor will tie into the Harris County Floodplain Reference Benchmarks and establish additional horizontal and vertical control necessary for the project on a datum specified by the engineer.

II. TOPOGRAPHIC SURVEY

- a. Collect cross-section data for the limits as detailed below. Cross sections shall consist of natural ground, sidewalk edges, back of curb, gutter, crown of road, and any visible grade breaks .
- b. Perform a One-Call request for existing utilities prior to conducting field survey. Surveyor shall keep a record of all correspondence.
- c. Locate all pipelines and associated markers, vents, and test leads. Provide the following Information for each line (Company Name, Contact Number, Pipe Material (if provided), Depth (if toned/probed by owner, not the surveyor), and Product Type as indicated on record drawings provided to surveyor or verified by the Texas Railroad Commission GIS Online Maps.
- d. Locate existing overhead and visible indication of underground utilities. Surveyor is not performing subsurface excavation or field utility designation.
- e. Surveyor will also collect measure downs and pipe sizes and direction of sanitary and storm sewer utilities.
- f. Locate topographical features and existing improvements (eg., mail boxes (including type), traffic speed bumps or dips, street lights, street signs, landscaping limits, widths of driveways, curb and gutter, driveway joints nearest to ROW line, etc.).
- g. Locate Trees 8" in diameter and larger. Provide Tree species and trunk caliper size inches as well as the drip line.
- h. Tie in pavement limits, including type.
- i. Provide Engineer with AutoCAD .DWG file containing all survey linework and point data.

III. RIGHT-OF-WAY RETRACEMENT

CobbFendley Surveyor shall utilize existing recorded subdivision plat to perform field reconnaissance of monumented right-of-way throughout the project site. Found monuments shall be analyzed in comparison to recorded right-of-way geometry and best fit lines will be established in design survey base file, as apparent right-of-way limits. This shall not be construed as a boundary survey, and will not be able to be certified as such. Bearings will be based on Texas State Plane Coordinate System of 1983 (NAD83), reported as Grid values.

IV. SURVEY CONTROL SHEET

CobbFendley surveyor shall also prepare a Survey Control Index Sheet, including additional Survey Control Detail Sheet(s), signed, sealed and dated by the RPLS in responsible charge of the project. Engineer shall provide border sheet to be utilized.

URBAN FORESTRY SERVICES (cost + 10%)

The Urban Forestry Services will be performed by C.N. Koehl Urban Forestry, Inc. in accordance with the attached proposal.

GEOTECHNICAL SERVICES (cost + 10%)

The geotechnical investigation will be performed by QC Labs, Inc. in accordance with the attached proposal.

EXCLUSIONS FROM THE SCOPE OF SERVICES

The services described above are the identified Basic and Additional Services for this assignment. Other items that may arise during the course of the project that the City may wish to add to the scope of services shall be deemed as ADDITIONAL SERVICES. CobbFendley shall undertake such additional services as assigned by the City upon written direction from the City. Examples of such items are as follows.

- a. Reconstruction of Outfalls into Spring Branch Creek
- b. Environmental Services, including but not limited to, Phase 1 ESA
- c. Bidding Project more than once
- d. Obtaining Construction Permits
- e. Construction Staking
- f. Quality Control (QC) inspections, full or part time, during the construction phase of the project.
- g. Any other services not specifically included within the description of the Basic or Additional Services described above.

ATTACHMENT B
BASIS OF COMPENSATION

Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services
Croes Drive Reconstruction

A. BASIC SERVICES

The Compensation to be paid to CobbFendley for providing the BASIC SERVICES rendered under this agreement shall be based on Lump Sum fees for overall phases of the work as shown below. Reimbursable items and subconsultants will be subject to a 10% administration charge.

1 PRELIMINARY ENGINEERING 30% (Lump Sum)	\$ 60,000.00
2 DRAINAGE ANALYSIS (Lump Sum)	\$ 35,000.00
3 FINAL DESIGN (Lump Sum)	\$ 95,000.00
4 BID PHASE SERVICES (Lump Sum)	\$ 9,600.00
5 CONSTRUCTION ADMINISTRATION (Lump Sum)	\$ 38,400.00
6 SURVEY (Lump Sum)	\$ 23,578.00
7 URBAN FORESTRY SERVICES (cost + 10%)	\$ 6,072.00
8 GEOTECHNICAL SERVICES (cost + 10%)	\$ 6,380.00

Reimbursable Expenses

1 Reproduction, mileage, delivery charges, etc. (cost plus)	\$ 2,500.00
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TOTAL (basic and additional services including reimbursables) \$ 276,530.00

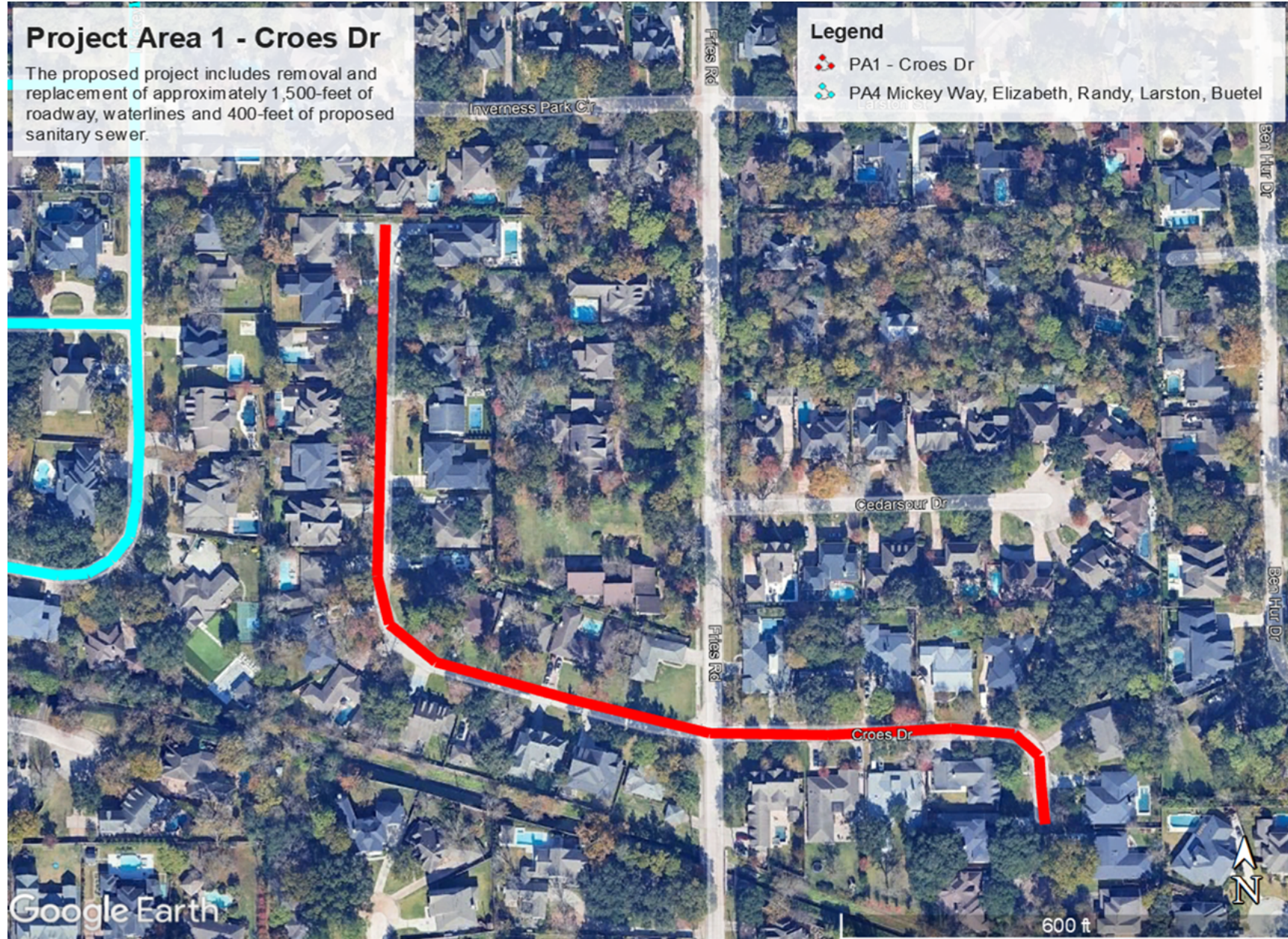
The Compensation for any other Additional Services which the County desires to be added to the scope of work shall be negotiated. Reimbursable items are included. Subconsultant invoices will be subject to a 10% administration charge. Services will be charged according to those personnel directly involved in providing the services, and will be rounded to the nearest half hour.

EXHIBIT C

SCHEDULE																											
	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26		
PRELIMINARY ENGINEERING 30% (Lump Sum)																											
I. DATA COLLECTION AND FIELD RECONNAISSANCE																											
II. PRELIMINARY ROADWAY DESIGN																											
III. PRELIMINARY DRAINAGE DESIGN																											
IV. UTILITY COORDINATION																											
IV. PRELIMINARY WATER AND SANITARY SEWER LAYOUT																											
V. PROJECT MANAGEMENT																											
DRAINAGE ANALYSIS (Lump Sum)																											
I. PRELIMINARY DRAINAGE IMPACT ANALYSIS																											
II. PRELIMINARY DRAINAGE SYSTEM AND CULVERT DESIGN																											
IV. FINAL DRAINAGE IMPAGE ANALYSIS																											
FINAL DESIGN (Lump Sum)																											
I. ROADWAY DESIGN																											
II. FINAL DRAINAGE DESIGN																											
III. STORMWATER POLLUTION PREVENTION PLAN (SW3P)																											
IV. PERMANENT SIGNING AND PAVEMENT MARKING PLAN																											
V. TRAFFIC CONTROL PLAN																											
VI. WATERLINE AND SANITARY SEWER MAIN DESIGN																											
VII. PROJECT MANUAL, SPECIFICATIONS AND GENERAL NOTES																											
VIII. PROJECT MANAGEMENT																											
BID PHASE SERVICES (Lump Sum)																											
PRE-BID MEETING																											
BID OPENING, LETTER OF RECOMMENDATION																											
CONSTRUCTION ADMINISTRATION (Lump Sum)																											
PRE-CONSTRUCTION MEETING																											
MONTHLY REVIEW MEETINGS																											
FINAL WALK-THROUGH																											
SURVEY (Lump Sum)																											
I. ESTABLISH PROJECT CONTROL																											

SCHEDULE																									
	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26
II. TOPOGRAPHIC SURVEY																									
III. RIGHT-OF-WAY RETRACEMENT																									
IV. SURVEY CONTROL SHEET																									
URBAN FORESTRY SERVICES (cost + 10%)																									
SITE VISIT																									
PREPARE DRAWINGS																									
GEOTECHNICAL SERVICES (cost + 10%)																									
BORE																									
PRELIMINARY REPORT																									
FINAL REPORT																									

EXHIBIT D



November 6, 2024

Ms. Jennifer Steen, PE
Municipal Senior Project Manager
CobbFendley
16610 IH 45, Suite 250
Conroe, Texas 77384

Re: Proposal for Urban Forestry Consulting Services on the City of Spring Valley
Village, 2025 Roadway Project Area 1-Croes Project.

Dear Ms. Steen,

As per your request, C.N. Koehl Urban Forestry, Inc proposes to provide Urban Forestry Consulting services for design phase of the City of Spring Valley Village, 2025 Roadway Project Area 1-Croes Project. Approximately 1,560 l.f. of project right of way will be evaluated for proposed paving, drainage, water and sewer construction. Based on your request for proposal, and our most recent experience on similar projects, we propose to provide the following Urban Forestry services:

Phase 2 – Design Services

Field Evaluation/Site Visit

We will walk each side of the street on which construction is proposed and evaluate the species, size, condition, and preservation feasibility of each tree. We will confirm the surveyed location of each tree and approximately locate any trees that may be impacted that were not picked up by surveyor. Proposed construction activity adjacent to each tree will be evaluated to determine impacts on long-term tree survival.

Fee for Field Evaluation/Site Visit

Urban Forestry Consultant-

6.0 hours @ \$150.00/hour..... \$900.00

Field Tech accompany forester for safety-

6.0 hours @ \$95.00/hour..... \$570.00

60% Submittal Tree Protection Plan

The plan and profile drawings, provided by the engineer, will be reviewed to determine treatment for each tree. Each tree will be numbered on the drawings. A tree treatment schedule will list each tree by number, species, diameter, condition, and recommended treatment. Each tree (public and private) adjacent to construction activity will be evaluated to ensure that construction activity will not destroy too much of the structural root system. Should we find any conflicts with proposed construction we will make recommendations for minor design changes or for removal of the tree.

We will develop an Autocad drawn tree protection plan which will identify the mitigative and protective treatments needed to ensure long term tree survival. Plan and profile drawings, provided by the engineer, will be used to indicate each tree by number, and exact location of preservation treatments (protection fencing, root pruning trench, zero curb cutback, etc.). A specification addressing tree protection will be provided to address all recommendations made in the treatment schedule and on the plans. Details for tree treatments will be included in the tree protection plan. Quantity totals and cost estimates for each tree treatment will be provided. The tree protection plan, specifications, and quantity totals and cost estimates will be emailed to your office, so that they may be used as needed. The AutoCad drawn tree protection plan will include our logo with a signature line, which we will provide signed PDF file at mylar stage. The tree protection plan will identify trees that may be protected, and treatments required for protection, trees to be removed, and will also document condition of adjacent trees with pre-existing conditions. We will need 14-20 business days to schedule and complete the field evaluation and preliminary tree protection plan.

Fee for 60% Submittal Tree Protection Plan

12.0 hours @ \$150.00/hour.....\$1,800.00

Tree Protection Plan for 90% submittal

We will review the construction design between the 60% and 90% submittal, following comments from the City on recommendations made in the 60% submittal, to ensure that any civil design changes that may have been made are incorporated into the tree protection plan. Changes necessary to the tree protection plan will be completed in the DWG drawings and resubmitted as PDF to engineer for submittal. Quantity/Cost estimates, and specifications will be updated and forwarded to engineer. We will need 7-10 business days to schedule and complete the 90% Tree Protection Plan.

Fee for 90% Tree Protection Plan

6.0 hours @ \$150.00/hour.....\$900.00

Tree Protection Plan for Final submittal

We will review the construction design between the 90% and final submittal, following comments from the City on recommendations made in the 90% submittal, to ensure that any design changes that may have been made are incorporated into the tree protection plan. Changes necessary to the tree protection plan will be completed in the DWG drawings and resubmitted as signed PDF to engineer for submittal. Quantity/Cost estimates, and specifications will be updated and forwarded to engineer. We will need 7-10 business days to schedule and complete the Final Tree Protection Plan.

Fee for Final Tree Protection Plan

5.0 hours @ \$150.00/hour.....\$750.00

Drafting AutoCAD (DWG) files of Tree Protection Plan

We do have AutoCAD capabilities and will provide a CAD drawn document. We will need the electronic files of proposed construction in DWG format. We will use the project title block and insert plan drawings at a 1:40 scale, double banked on each sheet, similar to most traffic control plans. This format typically allows us to fit approximately 1,200-1,500 l.f. per sheet, which would give us approximately 2 plan sheets on this project. 1 sheet will include project details, for a total of 3 Tree Protection Plan sheets. The drawings will be emailed, or posted to your ftp site so that you may plot the files as you need them. CAD drafting will be completed in conjunction with the Tree Protection Plan. No additional time required.

Fee for Drafting DWG files of the Tree Preservation Plan.....\$600.00

Phase 2 CAD drawn Tree Protection Plan Fees

Urban Forestry Services.....	\$4,920.00
<u>Drafting Services.....</u>	<u>\$600.00</u>
Total Phase 2 Services Fees.....	\$5,520.00

We have utilized the services contained in this proposal on similar projects for The City of West University Place Infrastructure Replacement Program, City of Houston Neighborhood Street Reconstruction Program, City of Houston Surface Water Transmission Program, City of Missouri City Street Reconstruction, City of Friendswood Street Reconstruction, City of Piney Point Street Reconstruction, City of Baytown Street Reconstruction, City of Pearland Street Reconstruction, City of Spring Valley Village Street Reconstruction and numerous City of Houston waterline and sewer projects over the past 31 years. It is our goal to provide you the most effective, efficient, and value-added services we can provide. We are willing to provide services in whatever capacity you deem appropriate.

If this proposal meets with your approval and you would like to retain our services, please forward your standard agreement or a notice to proceed, and we will schedule the work as soon as we receive the plan and profile sheets. We greatly appreciate the opportunity to present this proposal and look forward to working with you on this project. If you have any questions or would like to make any changes, please do not hesitate to call me or Craig at 281-391-0022.

Respectfully submitted,



Sarah Koehl
President



November 7, 2024

Cobb, Fendley & Associates, Inc.
16610 IH 45, Suite 250
Conroe, Texas 77384

Attn: Ms. Jennifer Steen, P.E. –Municipal Senior Project Manager
P: 936-224-7114
E: Jennifer.Steen@cobbfendley.com

Re: Proposal for Geotechnical Engineering Services
Spring Valley Village: Project Area 1 Along Croes Drive
Houston, Texas
QCL Proposal No. 41111

Dear Ms. Steen:

QC Laboratories, Inc. (QCL) is pleased to provide this Geotechnical Engineering Services Proposal for the project referenced above. This proposal has been prepared in accordance with the project information provided to us on October 24, 2024.

Project Description

The alignment of the proposed improvements is shown on Figure 1 enclosed. Based on the information provided, we understand that this project entails:

- Cut and plug or abandon existing water lines, and installing 1500 linear feet (LF) of new water using open-cut technique. The approximate flow line of depth of the proposed water line is up to about 5 feet below the existing grade (bgs).
- Removal and disposal of approximately 1920 LF of existing storm sewer, and replacing with 1696 LF of storm sewer line using open-cut technique. We assume the approximate flow line of depth of the proposed storm water line would be up to about 8 to 12 feet below the existing grade (bgs).
- Abandon and fill 400 LF of existing sanitary sewer and installing 400 LF of new sanitary sewer using open cut technique. The approximate flow line of depth of the proposed sanitary sewer line is up to about 8 to 12 feet below the existing grade (bgs).

- Removal of 1500 LF of the existing roadway pavement, and constructing replacement concrete paving with curb and gutter.

The objectives of this geotechnical study are to investigate the subsurface soils and groundwater water conditions that exist along the proposed utility line alignment and to provide design and construction recommendations for the proposed water/sanitary sewer/storm sewer line installation, as well as the new roadway construction.

Scope of Services

A brief summary of the services to be provided by QCL is presented in the following paragraphs.

Field Investigation: A field exploration will be performed to obtain subsurface information regarding soil types, soil stratigraphy and groundwater depth along the proposed water line alignments. Four (4) 20-ft deep soil borings will be drilled approximate locations shown on Figure 1.

The borings will be located within the existing roadway pavements along the project alignment, and will be cored through using a pavement coring machine prior to the soil borings.

Drilling will be performed using a truck-mounted drilling equipment. Soil samples will be evaluated in the field using a pocket penetrometer and/or SPT blow counts, depending on the soil type. The depth of groundwater will be observed during drilling and after completion of drilling. At the completion of our field program, the boreholes will be backfilled with soil cuttings, and the pavement surface will be patched with cold-mixed asphalt.

QCL will notify Texas811, a utility location service, to locate the primary utilities. This utility location service will only locate utilities within dedicated public utility easements. If underground utilities are known to exist in the vicinity of the borings, QCL should be provided the opportunity to review utility plans to avoid the existing lines.

Laboratory Testing: The engineering properties of selected soil samples will be evaluated by our A2LA accredited laboratory. Laboratory tests may include, but not

limited to, moisture content, unit weight, unconfined compression, Atterberg Limits, consolidation, and percent passing the No. 200 sieve.

Engineering Analysis and Report: The field and laboratory data will be reviewed by a geotechnical engineer who will also perform appropriate engineering analyses. The findings of the investigation will be presented in a geotechnical engineering report prepared under the supervision of a Texas Professional Engineer. The report will include the following:

- Logs of Borings, Plan of Borings, water observations, and laboratory test results.
- Geotechnical design and construction recommendations for installation of the proposed water, storm sewer, and sanitary sewer line using open cut, including the subsurface soils and groundwater conditions likely to be encountered during the proposed utility line installation, and recommendations for excavation/trenching safety, bedding and backfill.
- Design and construction guidelines for the new reinforced concrete pavement, including removal of existing pavements, subgrade preparation and stabilization.

Fees

The fee for this project will be charged on a Lump Sum basis. Based upon the specific scope of services presented in this proposal:

- **Base Geotechnical Investigation Fee:** The lump sum fee for the geotechnical investigation is **\$5,000**.
- **Additional Pavement Coring Cost:** The lump sum cost for conducting the pavement coring of the existing pavement (and patching at the end of drilling) at locations of Borings B-1 through B-4 is **\$800**. This cost is to be added to the Base Geotechnical Investigation Fee.

Schedule

We can generally initiate our field services within 3 days of authorization. Utility clearance will take about 3 to 5 working days. Drilling is anticipated to take about 3 working days, and laboratory testing is anticipated to take up to about 2 weeks. A completed geotechnical report will be issued about 2 weeks following the completion of all laboratory testing.

In situations where information is needed prior to our report submittal, we can provide verbal information or recommendations for specific project requirements directly after we have completed our field and laboratory programs.

Acceptance

We understand that this work will be authorized through a Cobb Fendley and Associates, Inc. "Professional Services Agreement".

We appreciate this opportunity and look forward to the successful completion of the project. If you should have any questions or require additional information, please contact us at your convenience.

Sincerely,

QC Laboratories, Inc.

(Texas Registered Engineering Firm F-3601)



Peng Sia Tang, M.S.C.E., P.E.
Senior Geotechnical Engineer



FIGURE 1

Legend

Boring Locations

Project Area 1 - Croes Dr

The proposed project includes removal and replacement of approximately 1,500-feet of roadway, waterlines and 400-feet of proposed sanitary sewer.

Legend

PA1 - Croes Dr

PA4 Mickey Way, Elizabeth, Randy, Larston, Buetel Larston St

B-1 (20')

B-2 (20')

B-3 (20')

B-4 (20')

Croes Dr

Cedarspur Dr

Briar Branch

Fries Rd

Fries Rd

Ben Hur Dr

Ben Hur Dr

N

N

600 ft

600 ft



Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of Cobb, Fendley & Associates, Inc.'s proposal to provide Professional Engineering Services for the Merlin Court and Spring Oak Circle Pavement and Utility Improvement Project

BACKGROUND:	At the September 24, 2024, regular Council meeting, the 2024-2029 Capital Improvement Project (CIP) schedule was adopted by City Council as part of the budget process. The CIP identified two pavement and utility improvement projects for design work this year, with the plan to construct the projects in FY 2026. Staff reached out to Cobb, Fendley & Associates (CobbFendley), to prepare engineering and construction cost estimates to assist in approximating costs for the CIP projects identified. This month, staff requested CobbFendley provide the city with an official proposal for the professional engineering services for the Merlin Court and Spring Oaks Circle Pavement & Utility Improvement Project. The proposed project will comprise replacing: • Approximately 520 feet of existing asphalt roadway with a concrete curb and gutter. • Approximately 520 feet of water line. • Approximately 520 feet of sanitary sewer. • Ditches will be replaced with a storm sewer system. • Lowering the roadway to achieve proper drainage. Cobb, Fendley & Associates, Inc. submitted a proposal for complete professional engineering services for the Merlin Court and Spring Oaks Circle Pavement & Utility Improvement Project in the amount of \$174,158.00. These services include:
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- Preliminary engineering report (PER)
- Surveying
- Preparing roadway design
- Hydrologic and hydraulic analysis
- Signing and pavement markings design
- Traffic control plans
- Tree protection plans
- Storm water pollution prevention plans
- Utility design
- Geotechnical study
- Utility coordination and engineering
- Bid phase services
- Construction phase services

ATTACHMENTS: Project Area 2 Roadway Proposal

FUNDING:

Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description
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RECOMMENDATION: Staff recommends approving CobbFendley's professional engineering services proposal for the Merlin Court and Spring Oaks Circle Pavement & Utility Improvement Project.

November 8, 2024

Mr. John McDonald
Spring Valley Village
1025 Campbell Road
Houston, Texas 77055

Re: Proposal for Professional Engineering Services
Spring Valley Village - Merlin Court and Spring Oak Circle Reconstruction
CobbFendley Project No. _____

Dear Mr. McDonald:

Cobb, Fendley & Associates, Inc. (CobbFendley) is pleased to submit this proposal to provide Professional Engineering Services for the Merlin Court and Spring Oak Circle Reconstruction in Spring Valley Village, Harris County, Texas. CobbFendley proposes to provide the Scope of Services, Compensation, and Schedule as outlined in Attachments A, B and C, respectively.

Thank you for the opportunity to submit this proposal. Please advise if you have any questions or require additional information.

Sincerely yours,

COBB, FENDLEY & ASSOCIATES, INC.

Scope of Service accepted by:

Spring Valley Village

Amber Hurd, PE
Vice President, Department Manager

Signature

Date of Authorization

ATTACHMENT A
SCOPE OF SERVICES

Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services
Merlin Court and Spring Oak Circle Reconstruction

PROJECT DESCRIPTION AND LIMITS

CobbFendley shall provide engineering services required for the preparation of plans, specifications and estimates (PS&E) and related documents for Merlin Court and Spring Oak Circle.

- 1 PRELIMINARY ENGINEERING 30% (Lump Sum)
- 2 DRAINAGE ANALYSIS (Lump Sum)
- 3 FINAL DESIGN (Lump Sum)
- 4 BID PHASE SERVICES (Lump Sum)
- 5 CONSTRUCTION ADMINISTRATION (Lump Sum)
- 6 SURVEY (Lump Sum)
- 7 URBAN FORESTRY SERVICES (cost + 10%)
- 8 GEOTECHNICAL SERVICES (cost + 10%)

The design will consist of replacing approximately 520 feet of an existing residential asphalt roadway including water, and sanitary sewer. The existing roadway includes road side area drains with storm sewer. The existing asphalt road appears to be similar in elevation to the existing yards. The proposed roadway will be replaced with a concrete curb and gutter street. To achieve proper drainage, the roadway will need to be constructed lower than the existing road. These services include preliminary engineering report (PER), surveying, preparing roadway design, hydrologic and hydraulic analysis, signing and pavement markings design, traffic control plans, tree protection plans, storm water pollution prevention plans, utility design, geotechnical study, utility coordination and engineering, bid phase services, and construction phase services necessary to support the design process.

See Exhibit D for Project Layout

SUB CONSULTANTS

CobbFendley shall subcontract the urban forestry and geotechnical services. Below is a list of the
Urban Forestry Services - C.N. Koehl Urban Forestry, Inc
Geotechnical Services – QC Labs

Proposals for each service are attached to this document.

GENERAL REQUIREMENTS

CobbFendley shall prepare all work in accordance with the latest version of applicable City's procedures, specifications, manuals, guidelines, standard drawings, and standard specifications or previously approved special provisions and special specifications. When design criteria are not identified in City manuals, CobbFendley shall notify the City and refer to State approved manuals, which include: Roadway Design Manual, Hydraulic Design Manual, the Texas Manual on Uniform Traffic Control Devices (TMUTCD), Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges (latest Edition), and other State approved manuals.

CobbFendley shall notify the City when entering private property to perform any surveying, engineering or geotechnical activities needed outside of current right-of-way. City will contact each property owner prior to any entry onto the owner's property and will notify CobbFendley when Right of Entry (ROE) is obtained.

The Engineer shall coordinate through the City's Project Manager or Designee for the PS&E development with any local entity having jurisdiction or interest in the project (e.g. HCFCD, TxDOT, City, etc.).

The Engineer shall coordinate issues and communications through the City's Project Manager or Designee.

The Engineer shall invoice according to Descriptions shown in Attachment "B" of the Contract for Professional Services. The Engineer shall submit each invoice in a format acceptable to the City.

The Engineer shall submit invoice packages:

City of Spring Valley Village
Attention: Sylvia Chiapponi
1025 Campbell Road
Houston, Texas 77055

PRELIMINARY ENGINEERING 30% (Lump Sum)

I. DATA COLLECTION AND FIELD RECONNAISSANCE

CobbFendley will collect, review and evaluate data described below. The Engineer shall notify the City in writing whenever the Engineer finds disagreement with the information or documents:

- a. Data, if available, from the City, including “as-built plans”, existing schematics, right-of-way maps, Subsurface Utility Engineering (SUE) mapping, existing channel and drainage easement data, identified hazardous material sites, current unit bid price information, current special provisions, special specifications, and standard drawings.
- b. Documents for existing and proposed development along proposed route from local municipalities and local ordinances related to project development.
- c. Utility plans and documents from appropriate municipalities and agencies
- d. Flood plain information and studies from the Federal Emergency Management Agency (FEMA), the United States Army Corps of Engineers (USACE), City of Spring Valley Village, Harris County Flood Control District (HCFCD), and other governmental agencies.
- e. Conduct field reconnaissance and collect data including a photographic record of notable existing features.

II. PRELIMINARY ROADWAY DESIGN

- a. Typical Sections - CobbFendley will provide typical sections sheets prepared for the existing and proposed roadway.
- b. Roadway Plan and Profiles - CobbFendley will provide roadway plan and profile drawings using CADD standards as required by the City. The drawings will consist of a plan and profile view of existing features and proposed improvements. The roadway base map must contain line work that depicts existing surface features obtained during the survey, visible or documented subsurface utilities, and existing right-of-way lines will be shown. Plan and Profile sheets will be prepared to a scale of 1"=40' horizontal and 1"=4' vertical on 11"x17" format sheets.
- c. Pavement Design. CobbFendley shall incorporate the pavement design as recommended by Geotechnical Study.

III. PRELIMINARY DRAINAGE DESIGN

- a. Preliminary Drainage System and Culvert Design – In conjunction with the preliminary drainage impact analysis, CobbFendley will develop a preliminary drainage system and culvert layout showing all of the preliminary details of the new proposed drainage structures. These exhibits sheets will be used as a basis for the final design.

IV. UTILITY COORDINATION

CobbFendley will perform the utility and investigation work involving the research and identification of all private and public utilities within the projects limits.

IV. PRELIMINARY WATER AND SANITARY SEWER LAYOUT

CobbFendley will prepare a preliminary plan sheet showing the proposed waterline and sanitary sewer main reconstruction within the project limits.

V. PROJECT MANAGEMENT

This task is to provide the overall management of the contract which includes Project Scheduling, Project Invoicing, Monthly Progress Reports, Attend Coordination Meetings, Progress Review Meetings (Limited to Once a Month), Coordination with Subconsultants.

DRAINAGE ANALYSIS (Lump Sum)

- a. Drainage Design Criteria - Design criteria applicable for all design and analysis shall be in accordance with City of Spring Valley Village Drainage Criteria Manual (December 2017) for design of drainage facilities, except where Harris County Flood Control Districts (HCFCD) Policy Criteria & Procedures Manual (July 2019) apply. CobbFendley will consider NOAA Atlas 14 Version 11 for Rainfall data, and its relationship to the effective 500-year FEMA water surface elevation.
- b. Preliminary Drainage Impact Analysis - CobbFendley shall perform a Preliminary Drainage Impact Analysis during development of the Preliminary Schematic to determine the outfall locations, preliminary detention volume requirements, investigate mitigation sites, and compute preliminary water surface elevations.
- c. Preliminary Drainage System and Culvert Design – In conjunction with the preliminary drainage impact analysis, CobbFendley will develop a preliminary drainage system and culvert layout showing all of the preliminary details of the new proposed drainage structures.
- d. Final Drainage Impact Analysis - The Preliminary Drainage Impact Analysis performed during the preliminary phase shall be updated based on the approved Geometric Project Layout. The impacts shall be determined based on the increase in impervious cover and change in time of concentration and shall be quantified at each drainage outfall. The impacts shall be determined in terms of increases in peak flows and runoff volumes. Drainage areas and hydrologic parameters shall be updated based on the drainage design for each outfall. Existing and proposed condition hydrographs shall also be updated to determine the required detention volume. A routing analysis shall be performed to determine the final detention volume and size the outlet restrictor. The routing analysis shall be performed using XP-SWMM.

FINAL DESIGN (Lump Sum)

I. ROADWAY DESIGN

CobbFendley will prepare the final roadway design in accordance with the approved Preliminary Engineer Report.

- a. Typical Sections - CobbFendley will provide typical sections sheets prepared for the existing and proposed roadway.
- b. Roadway Plan and Profiles - CobbFendley will provide roadway plan and profile drawings using CADD standards as required by the City. The drawings will consist of a plan and profile view of existing features and proposed improvements. The roadway base map must contain line work that depicts existing surface features obtained from the schematic drawing and survey, existing subsurface and surface utilities, and existing and proposed right-of-way lines will be shown. Plan and Profile sheets will be prepared to on 22"x34" format sheets.
- c. Cut and Fill Quantities - The Engineer shall develop an earthwork analysis to determine cut and fill quantities and provide design cross sections at 100 feet intervals.
- d. Pavement Design - CobbFendley shall incorporate the pavement design as recommended by Geotechnical Study.

II. FINAL DRAINAGE DESIGN

- a. Storm sewer design analyzed per City of Spring Valley Village Drainage Criteria Manual dated December 2017.
- b. Storm sewer plan and profile sheets showing inlets, laterals, trunk line(s) and outfall(s).

III. STORMWATER POLLUTION PREVENTION PLAN (SW3P)

CobbFendley will prepare SW3P sheets and details based on the latest NPDES, Harris County Stormwater Quality Standards and City standards to minimize the potential impact to receiving waterways.

IV. PERMANENT SIGNING AND PAVEMENT MARKING PLAN

- a. Signing - CobbFendley will prepare drawings identifying and locating the signs within the project limits. Proposed signs will be illustrated and numbered on plan sheets.
- b. Pavement Marking - CobbFendley will prepare plan sheets showing pavement markings and channelization devices. CobbFendley will select pavement markings from the latest City standards.

V. TRAFFIC CONTROL PLAN

CobbFendley will prepare Traffic Control Plan (TCP) sheets in accordance with the Texas Manual on Uniform Traffic Control Devices (TMUTCD) for Streets and Highways (latest edition).

VI. WATERLINE AND SANITARY SEWER MAIN DESIGN

CobbFendley will prepare plan and profile sheets showing the replacement of the waterline and sanitary sewer main, designed to meet City and TCEQ minimum requirements, within project limits.

VII. PROJECT MANUAL, SPECIFICATIONS AND GENERAL NOTES

CobbFendley will prepare a Project Manual including the City's standard front end documents, standard specifications, special specifications, special provisions and the appropriate reference items. The Engineer shall prepare General Notes from the City's Master List of General Notes, Special Specifications and Special Provisions for inclusion in the plans and bidding documents.

VIII. PROJECT MANAGEMENT

This task is to provide the overall management of the contract which includes Project Scheduling, Project Invoicing, Monthly Progress Reports, Attend Coordination Meetings, Progress Review Meetings (Limited to Once a Month), Coordination with Subconsultants.

BID PHASE SERVICES (Lump Sum)

CobbFendley shall perform the following tasks:

- a. Reproduce and disseminate bid sets to appropriate plan rooms and coordinate with purchasing department with bid documents.
- b. Conduct pre-bid meeting and attend the Bid Opening.
- c. Respond in writing to questions from Bidders and prepare Addenda as necessary.
- d. Prepare Engineer's Recommendation of Award Letter.
- e. Produce and transmit for execution with the Notice of Intent to Award (NOI).
- f. Coordinate contract execution for contractor.

CONSTRUCTION ADMINISTRATION (Lump Sum)

CobbFendley shall provide Construction Administration These services shall include, but are not limited to the following:

- a. Attend preconstruction meeting
- b. Attend up to 12 field meetings and make visits to site
- c. Calculate quantities and assist in preparing change orders
- d. Review and approval of submittals and shop drawings
- e. Responding to requests for information (RFIs)
- f. Attend Substantial Completion Inspection and Prepare Punchlist
- g. Attend Final Completion Inspection
- h. Review Contractors Pay Applications for Approval

SURVEY (Lump Sum)

CobbFendley surveyor will provide surveying services necessary to produce topographical maps, locate and tie existing utilities, locate approximate right-of-way, to tie the soil boring locations.

The City will obtain rights of entry (ROE) authorizations for properties where access is required for necessary data collection, in which properties are privately owned.

I. ESTABLISH PROJECT CONTROL

CobbFendley surveyor will tie into the Harris County Floodplain Reference Benchmarks and establish additional horizontal and vertical control necessary for the project on a datum specified by the engineer.

II. TOPOGRAPHIC SURVEY

- a. Collect cross-section data for the limits as detailed below. Cross sections shall consist of natural ground, sidewalk edges, back of curb, gutter, crown of road, and any visible grade breaks .
- b. Perform a One-Call request for existing utilities prior to conducting field survey. Surveyor shall keep a record of all correspondence.
- c. Locate all pipelines and associated markers, vents, and test leads. Provide the following Information for each line (Company Name, Contact Number, Pipe Material (if provided), Depth (if toned/probed by owner, not the surveyor), and Product Type as indicated on record drawings provided to surveyor or verified by the Texas Railroad Commission GIS Online Maps.
- d. Locate existing overhead and visible indication of underground utilities. Surveyor is not performing subsurface excavation or field utility designation.
- e. Surveyor will also collect measure downs and pipe sizes and direction of sanitary and storm sewer utilities.
- f. Locate topographical features and existing improvements (eg., mail boxes (including type), traffic speed bumps or dips, street lights, street signs, landscaping limits, widths of driveways, curb and gutter, driveway joints nearest to ROW line, etc.).
- g. Locate Trees 8" in diameter and larger. Provide Tree species and trunk caliper size inches as well as the drip line.
- h. Tie in pavement limits, including type.
- i. Provide Engineer with AutoCAD .DWG file containing all survey linework and point data.

III. RIGHT-OF-WAY RETRACEMENT

CobbFendley Surveyor shall utilize existing recorded subdivision plat to perform field reconnaissance of monumented right-of-way throughout the project site. Found monuments shall be analyzed in comparison to recorded right-of-way geometry and best fit lines will be established in design survey base file, as apparent right-of-way limits. This shall not be construed as a boundary survey, and will not be able to be certified as such. Bearings will be based on Texas State Plane Coordinate System of 1983 (NAD83), reported as Grid values.

IV. SURVEY CONTROL SHEET

CobbFendley surveyor shall also prepare a Survey Control Index Sheet, including additional Survey Control Detail Sheet(s), signed, sealed and dated by the RPLS in responsible charge of the project. Engineer shall provide border sheet to be utilized.

URBAN FORESTRY SERVICES (cost + 10%)

The Urban Forestry Services will be performed by C.N. Koehl Urban Forestry, Inc. in accordance with the attached proposal.

GEOTECHNICAL SERVICES (cost + 10%)

The geotechnical investigation will be performed by QC Labs, Inc. in accordance with the attached proposal.

EXCLUSIONS FROM THE SCOPE OF SERVICES

The services described above are the identified Basic and Additional Services for this assignment. Other items that may arise during the course of the project that the City may wish to add to the scope of services shall be deemed as ADDITIONAL SERVICES. CobbFendley shall undertake such additional services as assigned by the City upon written direction from the City. Examples of such items are as follows.

- a. Reconstruction of Outfalls into Spring Branch Creek
- b. Environmental Services, including but not limited to, Phase 1 ESA
- c. Bidding Project more than once
- d. Obtaining Construction Permits
- e. Construction Staking
- f. Quality Control (QC) inspections, full or part time, during the construction phase of the project.
- g. Any other services not specifically included within the description of the Basic or Additional Services described above.

ATTACHMENT B
BASIS OF COMPENSATION

Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services
Merlin Court and Spring Oak Circle Reconstruction

A. BASIC SERVICES

The Compensation to be paid to CobbFendley for providing the BASIC SERVICES rendered under this agreement shall be based on Lump Sum fees for overall phases of the work as shown below. Reimbursable items and subconsultants will be subject to a 10% administration charge.

1 PRELIMINARY ENGINEERING 30% (Lump Sum)	\$ 45,000.00
2 DRAINAGE ANALYSIS (Lump Sum)	\$ 12,000.00
3 FINAL DESIGN (Lump Sum)	\$ 65,000.00
4 BID PHASE SERVICES (Lump Sum)	\$ 5,000.00
5 CONSTRUCTION ADMINISTRATION (Lump Sum)	\$ 20,000.00
6 SURVEY (Lump Sum)	\$ 16,000.00
7 URBAN FORESTRY SERVICES (cost + 10%)	\$ 4,158.00
8 GEOTECHNICAL SERVICES (cost + 10%)	\$ 5,500.00

Reimbursable Expenses

1 Reproduction, mileage, delivery charges, etc. (cost plus)	\$ 1,500.00
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TOTAL (basic and additional services including reimbursables) \$ 174,158.00

The Compensation for any other Additional Services which the County desires to be added to the scope of work shall be negotiated. Reimbursable items are included. Subconsultant invoices will be subject to a 10% administration charge. Services will be charged according to those personnel directly involved in providing the services, and will be rounded to the nearest half hour.

EXHIBIT C

SCHEDULE																											
	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27		
PRELIMINARY ENGINEERING 30% (Lump Sum)																											
I. DATA COLLECTION AND FIELD RECONNAISSANCE																											
II. PRELIMINARY ROADWAY DESIGN																											
III. PRELIMINARY DRAINAGE DESIGN																											
IV. UTILITY COORDINATION																											
IV. PRELIMINARY WATER AND SANITARY SEWER LAYOUT																											
V. PROJECT MANAGEMENT																											
DRAINAGE ANALYSIS (Lump Sum)																											
I. PRELIMINARY DRAINAGE IMPACT ANALYSIS																											
II. PRELIMINARY DRAINAGE SYSTEM AND CULVERT DESIGN																											
IV. FINAL DRAINAGE IMPAGE ANALYSIS																											
FINAL DESIGN (Lump Sum)																											
I. ROADWAY DESIGN																											
II. FINAL DRAINAGE DESIGN																											
III. STORMWATER POLLUTION PREVENTION PLAN (SW3P)																											
IV. PERMANENT SIGNING AND PAVEMENT MARKING PLAN																											
V. TRAFFIC CONTROL PLAN																											
VI. WATERLINE AND SANITARY SEWER MAIN DESIGN																											
VII. PROJECT MANUAL, SPECIFICATIONS AND GENERAL NOTES																											
VIII. PROJECT MANAGEMENT																											
BID PHASE SERVICES (Lump Sum)																											
PRE-BID MEETING																											
BID OPENING, LETTER OF RECOMMENDATION																											
CONSTRUCTION ADMINISTRATION (Lump Sum)																											
PRE-CONSTRUCTION MEETING																											
MONTHLY REVIEW MEETINGS																											
FINAL WALK-THROUGH																											
SURVEY (Lump Sum)																											
I. ESTABLISH PROJECT CONTROL																											

SCHEDULE																											
	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27		
II. TOPOGRAPHIC SURVEY																											
III. RIGHT-OF-WAY RETRACEMENT																											
IV. SURVEY CONTROL SHEET																											
URBAN FORESTRY SERVICES (cost + 10%)																											
SITE VISIT																											
PREPARE DRAWINGS																											
GEOTECHNICAL SERVICES (cost + 10%)																											
BORE																											
PRELIMINARY REPORT																											
FINAL REPORT																											

EXHIBIT D



November 6, 2024

Ms. Jennifer Steen, PE
Municipal Senior Project Manager
CobbFendley
16610 IH 45, Suite 250
Conroe, Texas 77384

Re: Proposal for Urban Forestry Consulting Services on the City of Spring Valley Village, 2025 Roadway Project Area 2-Merlin Court and Spring Oaks Circle Project.

Dear Ms. Steen,

As per your request, C.N. Koehl Urban Forestry, Inc proposes to provide Urban Forestry Consulting services for design phase of the City of Spring Valley Village, 2025 Roadway Project Area 2-Merlin Court and Spring Oaks Circle Project. Approximately 520 l.f. of project right of way will be evaluated for proposed paving, drainage, water and sewer construction. Based on your request for proposal, and our most recent experience on similar projects, we propose to provide the following Urban Forestry services:

Phase 2 – Design Services

Field Evaluation/Site Visit

We will walk each side of the street on which construction is proposed and evaluate the species, size, condition, and preservation feasibility of each tree. We will confirm the surveyed location of each tree and approximately locate any trees that may be impacted that were not picked up by surveyor. Proposed construction activity adjacent to each tree will be evaluated to determine impacts on long-term tree survival.

Fee for Field Evaluation/Site Visit

Urban Forestry Consultant-

4.0 hours @ \$150.00/hour..... \$600.00

Field Tech accompany forester for safety-

4.0 hours @ \$95.00/hour..... \$380.00

60% Submittal Tree Protection Plan

The plan and profile drawings, provided by the engineer, will be reviewed to determine treatment for each tree. Each tree will be numbered on the drawings. A tree treatment schedule will list each tree by number, species, diameter, condition, and recommended treatment. Each tree (public and private) adjacent to construction activity will be evaluated to ensure that construction activity will not destroy too much of the

structural root system. Should we find any conflicts with proposed construction we will make recommendations for minor design changes or for removal of the tree.

We will develop an Autocad drawn tree protection plan which will identify the mitigative and protective treatments needed to ensure long term tree survival. Plan and profile drawings, provided by the engineer, will be used to indicate each tree by number, and exact location of preservation treatments (protection fencing, root pruning trench, zero curb cutback, etc.). A specification addressing tree protection will be provided to address all recommendations made in the treatment schedule and on the plans. Details for tree treatments will be included in the tree protection plan. Quantity totals and cost estimates for each tree treatment will be provided. The tree protection plan, specifications, and quantity totals and cost estimates will be emailed to your office, so that they may be used as needed. The AutoCad drawn tree protection plan will include our logo with a signature line, which we will provide signed PDF file at mylar stage. The tree protection plan will identify trees that may be protected, and treatments required for protection, trees to be removed, and will also document condition of adjacent trees with pre-existing conditions. We will need 14-20 business days to schedule and complete the field evaluation and preliminary tree protection plan.

Fee for 60% Submittal Tree Protection Plan

8.0 hours @ \$150.00/hour.....\$1,200.00

Tree Protection Plan for 90% submittal

We will review the construction design between the 60% and 90% submittal, following comments from the City on recommendations made in the 60% submittal, to ensure that any civil design changes that may have been made are incorporated into the tree protection plan. Changes necessary to the tree protection plan will be completed in the DWG drawings and resubmitted as PDF to engineer for submittal. Quantity/Cost estimates, and specifications will be updated and forwarded to engineer. We will need 7-10 business days to schedule and complete the 90% Tree Protection Plan.

Fee for 90% Tree Protection Plan

4.0 hours @ \$150.00/hour.....\$600.00

Tree Protection Plan for Final submittal

We will review the construction design between the 90% and final submittal, following comments from the City on recommendations made in the 90% submittal, to ensure that any design changes that may have been made are incorporated into the tree protection plan. Changes necessary to the tree protection plan will be completed in the DWG drawings and resubmitted as signed PDF to engineer for submittal. Quantity/Cost estimates, and specifications will be updated and forwarded to engineer. We will need 7-10 business days to schedule and complete the Final Tree Protection Plan.

Fee for Final Tree Protection Plan

4.0 hours @ \$150.00/hour.....\$600.00

Drafting AutoCAD (DWG) files of Tree Protection Plan

We do have AutoCAD capabilities and will provide a CAD drawn document. We will need the electronic files of proposed construction in DWG format. We will use the project title block and insert plan drawings at a 1:40 scale, double banked on each sheet, similar to most traffic control plans. This format typically allows us to fit approximately 1,200-1,500 l.f. per sheet, which would give us approximately 1 plan sheet on this project. 1 sheet will include project details, for a total of 2 Tree Protection Plan sheets. The drawings will be emailed or posted to your ftp site so that you may plot the files as you need them. CAD drafting will be completed in conjunction with the Tree Protection Plan. No additional time required.

Fee for Drafting DWG files of the Tree Preservation Plan.....\$400.00

Phase 2 CAD drawn Tree Protection Plan Fees

Urban Forestry Services.....	\$3,380.00
Drafting Services.....	\$400.00
Total Phase 2 Services Fees.....	\$3,780.00

We have utilized the services contained in this proposal on similar projects for The City of West University Place Infrastructure Replacement Program, City of Houston Neighborhood Street Reconstruction Program, City of Houston Surface Water Transmission Program, City of Missouri City Street Reconstruction, City of Friendswood Street Reconstruction, City of Piney Point Street Reconstruction, City of Baytown Street Reconstruction, City of Pearland Street Reconstruction, City of Spring Valley Village Street Reconstruction and numerous City of Houston waterline and sewer projects over the past 31 years. It is our goal to provide you the most effective, efficient, and value-added services we can provide. We are willing to provide services in whatever capacity you deem appropriate.

If this proposal meets with your approval and you would like to retain our services, please forward your standard agreement or a notice to proceed, and we will schedule the work as soon as we receive the plan and profile sheets. We greatly appreciate the opportunity to present this proposal and look forward to working with you on this project. If you have any questions or would like to make any changes, please do not hesitate to call me or Craig at 281-391-0022.

Respectfully submitted,



Sarah Koehl
President



November 7, 2024

Cobb, Fendley & Associates, Inc.
16610 IH 45, Suite 250
Conroe, Texas 77384

Attn: Ms. Jennifer Steen, P.E. –Municipal Senior Project Manager
P: 936-224-7114
E: Jennifer.Steen@cobbfendley.com

Re: Proposal for Geotechnical Engineering Services
Spring Valley Village: Project Area 2 Along Merlin Court and Spring Oaks Circle
Houston, Texas
QCL Proposal No. 41112

Dear Ms. Steen:

QC Laboratories, Inc. (QCL) is pleased to provide this Geotechnical Engineering Services Proposal for the project referenced above. This proposal has been prepared in accordance with the project information provided to us on July 09, 2024.

Project Description

The alignments of the proposed improvements are shown on Figure 1 enclosed. Based on the information provided, we understand that this project entails:

- Cut and plug or abandon existing water lines, and installing 520 linear feet (LF) of new water using open-cut technique. The approximate flow line of depth of the proposed water line is up to about 5 feet below the existing grade (bgs).
- Removal and disposal of approximately 632 LF of existing storm sewer, and installing 800 LF of new storm sewer line using open-cut technique. We assume the approximate flow line of depth of the proposed storm water line would be up to about 8 to 12 feet below the existing grade (bgs).

- Abandon and fill 520 LF of existing sanitary sewer and installing 520 LF of new sanitary sewer using open cut technique. The approximate flow line of depth of the proposed sanitary sewer line is up to about 8 to 12 feet below the existing grade (bgs).
- Removal of existing roadway pavement, and constructing replacement concrete paving with curb and gutter.

The objectives of this geotechnical study are to investigate the subsurface soils and groundwater water conditions that exist along the proposed utility line alignment and to provide design and construction recommendations for the proposed water/sanitary sewer/storm sewer line installation, as well as the new roadway construction.

Scope of Services

A brief summary of the services to be provided by QCL is presented in the following paragraphs.

Field Investigation: A field exploration will be performed to obtain subsurface information regarding soil types, soil stratigraphy and groundwater depth along the proposed water line alignments. Three (3) 20-ft deep soil borings will be drilled approximate locations shown on Figure 1.

The borings will be located within the existing roadway pavements along the project alignment, and will be cored through using a pavement coring machine prior to the soil borings.

Drilling will be performed using a truck-mounted drilling equipment. Soil samples will be evaluated in the field using a pocket penetrometer and/or SPT blow counts, depending on the soil type. The depth of groundwater will be observed during drilling and after completion of drilling. At the completion of our field program, the boreholes will be backfilled with soil cuttings, and the pavement surface will be patched with cold-mixed asphalt.

QCL will notify Texas811, a utility location service, to locate the primary utilities. This utility location service will only locate utilities within dedicated public utility easements. If underground utilities are known to exist in the vicinity of the borings, QCL should be provided the opportunity to review utility plans to avoid the existing lines.

Laboratory Testing: The engineering properties of selected soil samples will be evaluated by our A2LA accredited laboratory. Laboratory tests may include, but not limited to, moisture content, unit weight, unconfined compression, Atterberg Limits, consolidation, and percent passing the No. 200 sieve.

Engineering Analysis and Report: The field and laboratory data will be reviewed by a geotechnical engineer who will also perform appropriate engineering analyses. The findings of the investigation will be presented in a geotechnical engineering report prepared under the supervision of a Texas Professional Engineer. The report will include the following:

- Logs of Borings, Plan of Borings, water observations, and laboratory test results.
- Geotechnical design and construction recommendations for installation of the proposed water, storm sewer, and sanitary sewer line using open cut, including the subsurface soils and groundwater conditions likely to be encountered during the proposed utility line installation, and recommendations for excavation/trenching safety, bedding and backfill.
- Design and construction guidelines for the new reinforced concrete pavement, including removal of existing pavements, subgrade preparation and stabilization.

Fees

The fee for this project will be charged on a Lump Sum basis. Based upon the specific scope of services presented in this proposal:

- **Base Geotechnical Investigation Fee:** The lump sum fee for the geotechnical investigation is **\$4,400**.
- **Additional Pavement Coring Cost:** The lump sum cost for conducting the pavement coring of the existing pavement (and patching at the end of drilling) at locations of Borings B-1 through B-3 is **\$600**. This cost is to be added to the Base Geotechnical Investigation Fee.

Schedule

We can generally initiate our field services within 3 days of authorization. Utility clearance will take about 3 to 5 working days. Drilling is anticipated to take about 3 working days, and laboratory testing is anticipated to take up to about 2 weeks. A completed geotechnical report will be issued about 2 weeks following the completion of all laboratory testing.

In situations where information is needed prior to our report submittal, we can provide verbal information or recommendations for specific project requirements directly after we have completed our field and laboratory programs.

Acceptance

We understand that this work will be authorized through a Cobb Fendley and Associates, Inc. "Professional Services Agreement".

We appreciate this opportunity and look forward to the successful completion of the project. If you should have any questions or require additional information, please contact us at your convenience.

Sincerely,

QC Laboratories, Inc.

(Texas Registered Engineering Firm F-3601)



Peng Sia Tang, M.S.C.E., P.E.

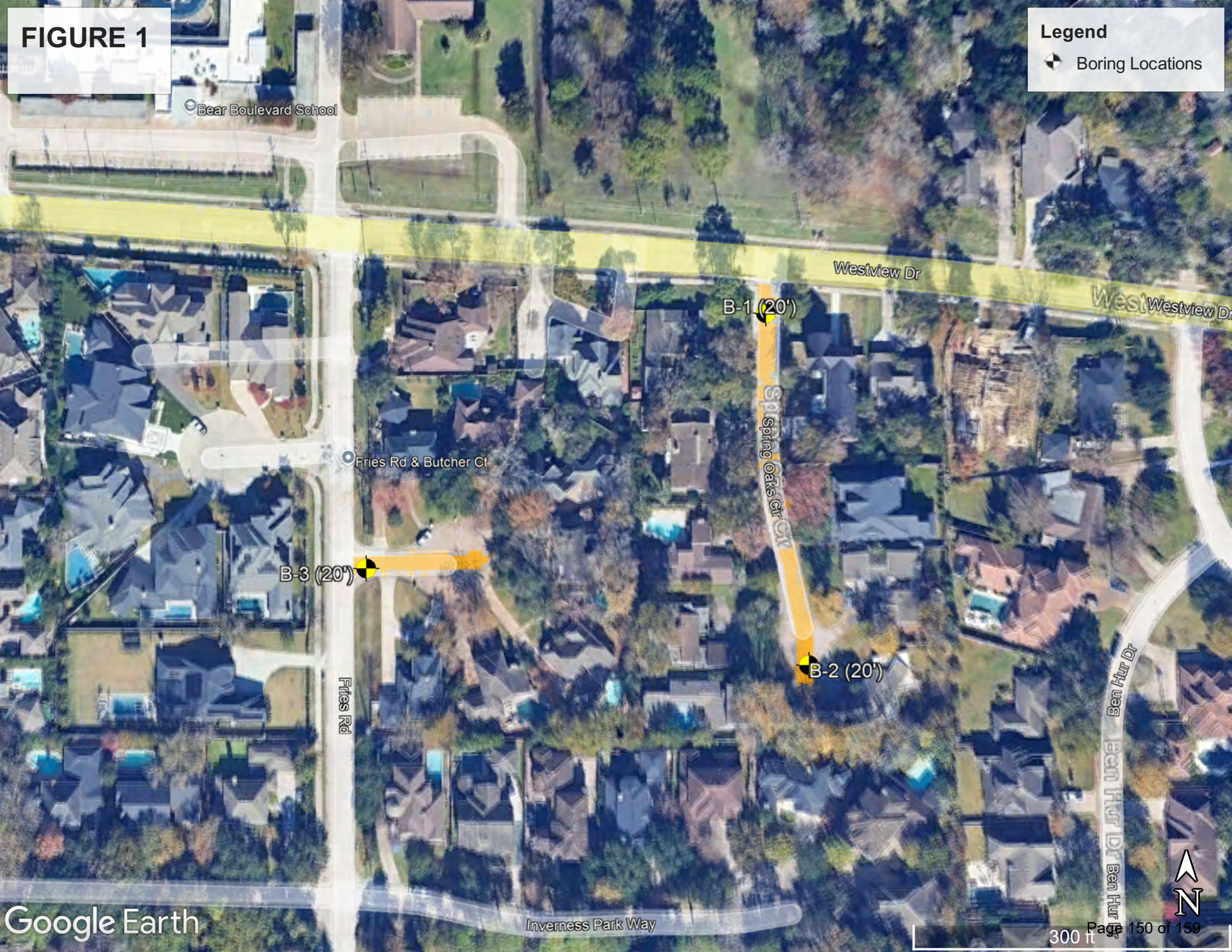
Senior Geotechnical Engineer



FIGURE 1

Legend

 Boring Locations





Spring Valley Village City Council Agenda Item Data Sheet

MEETING DATE:	November 19, 2024
SUBMITTING STAFF:	Kristina Watson, Public Works Director
SUBJECT:	CONSIDERATION AND POSSIBLE ACTION CONCERNING: Approval of a proposed Traffic Study on Bingle Road from Cobb, Fendley & Associates (CobbFendley)

BACKGROUND:	Throughout discussions involving the potential Bingle Road Diet, concerns were raised involving the traffic study that was conducted in 2020 and the potential that COVID affected traffic levels skewed the data received. Staff expressed interest in conducting a current study to gain data on current traffic conditions on the Bingle Road corridor. The traffic control placed on Bingle Road on the section of the Bukhart Road project has temporarily reduced the lanes to two lanes with a center turn-lane. City staff believe this would be an opportune time to conduct a new traffic study and capture data along this corridor to see how the temporary narrowing of Bingle Road is affecting traffic and if such a adjustment could be more permanently considered. City staff requested CobbFendley provide a proposal to complete the traffic study. The proposal includes: • Project management • Data Collection • Traffic Study CobbFendley submitted a proposal for complete professional engineering services for the Bingle Road Traffic Study in the amount of \$29,500.
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ATTACHMENTS:	Bingle Rd Study Proposal
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FUNDING:	
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Amount Available	Account No.	Additional Appropriation Required	Project No.	Amount Budgeted	Account Description
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RECOMMENDATION: City staff recommends approval of the proposal from CobbFendley.

November 12, 2024

Mr. John McDonald
Spring Valley Village
1025 Campbell Road
Houston, Texas 77055

Re: Proposal for Professional Engineering Services
Spring Valley Village - Bingle Rd Traffic Study
CobbFendley Project No. _____

Dear Mr. McDonald:

Cobb, Fendley & Associates, Inc. (CobbFendley) is pleased to submit this proposal to provide Professional Engineering Services for the Bingle Rd Traffic Study in Spring Valley Village, Harris County, Texas. CobbFendley proposes to provide the Scope of Services, Compensation, and Schedule as outlined in Attachments A, B and C, respectively.

Thank you for the opportunity to submit this proposal. Please advise if you have any questions or require additional information.

Sincerely yours,

COBB, FENDLEY & ASSOCIATES, INC.



Amber Hurd, PE
Vice President, Department Manager

Scope of Service accepted by:

Spring Valley Village

Signature

Date of Authorization

ATTACHMENT A
SCOPE OF SERVICES

Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services
Bingle Rd Traffic Study

PROJECT DESCRIPTION AND LIMITS

CobbFendley shall provide engineering services required for the preparation of a traffic study for Bingle Rd.

- 1 PROJECT MANAGEMENT (LS)
- 2 DATA COLLECTION (LS)
- 3 TRAFFIC STUDY (LS)

This traffic study will be for Bingle Rd from W Memorial Park Dr to Westview Rd. The purpose of the study will be to collect traffic data at five (5) intersections while there are lane closures and compare it to data at the same intersections without lane closures. The study will determine if a desired one lane in each direction is feasible based on the traffic volumes.

See Exhibit D for Project Layout

SUB CONSULTANTS

CobbFendley is not expecting subconsultants to provide engineering services as part of this project. Data collection will be provided by CJ Hensch (no engineering services).

GENERAL REQUIREMENTS

CobbFendley shall prepare all work in accordance with the latest version of applicable City's procedures, specifications, manuals, guidelines, standard drawings, and standard specifications or previously approved special provisions and special specifications. When design criteria are not identified in City manuals, CobbFendley shall notify the City and refer to State approved manuals, which include: Roadway Design Manual, Hydraulic Design Manual, the Texas Manual on Uniform Traffic Control Devices (TMUTCD), Standard Specifications for Construction and Maintenance of Highways, Streets and Bridges (latest Edition), and other State approved manuals.

CobbFendley shall notify the City when entering private property to perform any surveying, engineering or geotechnical activities needed outside of current right-of-way. City will contact each property owner prior to any entry onto the owner's property and will notify CobbFendley when Right of Entry (ROE) is obtained.

The Engineer shall coordinate through the City's Project Manager or Designee for the PS&E development with any local entity having jurisdiction or interest in the project (e.g. HCFCD, TxDOT, City, etc.).

The Engineer shall coordinate issues and communications through the City's Project Manager or Designee.

The Engineer shall invoice according to Descriptions shown in Attachment "B" of the Contract for Professional Services. The Engineer shall submit each invoice in a format acceptable to the City.

The Engineer shall submit invoice packages:

City of Spring Valley Village
Attention: Kristina Watson
1025 Campbell Road
Houston, Texas 77055

PROJECT MANAGEMENT (LS)

I. PROJECT MANAGEMENT

- a. Overall management of the tasks associated with this project including the QA / QC process in order to ensure a quality product for the length of project until completion.

DATA COLLECTION (LS)

I. DATA COLLECTION SETUP

- a. Setup of data collection devices in the field to capture both sets of data (with and without lane closures). Locations for 24-hour turning movement counts will be: Bingle at Westview, Bingle at Merlin, Bingle at Burkhart, Bingle at Winningham and Bingle at W Memorial Park.

II. DATA COLLECTION PROCESSING

- a. This will consist of processing the raw video into an industry standard format of data presentation.

III. DATA COLLECTION REVIEW

- a. CobbFendley will review the data for consistency and accuracy.

TRAFFIC STUDY (LS)

I. DRAFT TRAFFIC STUDY

CobbFendley will prepare the draft traffic study as follows:

- a. Determine the capacity, queuing and level of service for the five (5) study intersections (using Synchro software) for with and without lane closures within the study limits.
- b. A report will be developed to document the findings of the report. The report will include all assumptions and existing and projected condition operations as well as. Three (3) potential typical sections will be developed for the City to consider with pros and cons for each. The deliverable will be a PDF. Any hard copies will be printed at the expense of the City.

II. CITY REVIEW

- a. City will review and provide comments on the draft traffic study.

III. FINAL TRAFFIC STUDY

a. CobbFendley will review and address comments on the draft report. A final report will be developed and submitted.

IV. CITY REVIEW AND ACCEPTANCE

a. City will review and accept the final report.

EXCLUSIONS FROM THE SCOPE OF SERVICES

The services described above are the identified Basic and Additional Services for this assignment. Other items that may arise during the course of the project that the City may wish to add to the scope of services shall be deemed as ADDITIONAL SERVICES. CobbFendley shall undertake such additional services as assigned by the City upon written direction from the City.

ATTACHMENT B
BASIS OF COMPENSATION

Cobb, Fendley & Associates, Inc.
Proposal for Professional Engineering Services
Bingle Rd Traffic Study

A. BASIC SERVICES

The Compensation to be paid to CobbFendley for providing the BASIC SERVICES rendered under this agreement shall be based on Lump Sum fees for overall phases of the work as shown below.

1 PROJECT MANAGEMENT (LS)	\$ 1,000.00
2 DATA COLLECTION (LS)	\$ 11,000.00
3 TRAFFIC STUDY (LS)	\$ 17,500.00

TOTAL (basic services) \$ 29,500.00

The Compensation for any other Additional Services which the City desires to be added to the scope of work shall be negotiated. Mileage is included as part of "Traffic Study" for a maximum of one site visit and one in person meeting with the City. Any additional mileage or other expenses will be paid at cost.

EXHIBIT C

SCHEDULE							
	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25
PROJECT MANAGEMENT (LS)							
I. PROJECT MANAGEMENT							
DATA COLLECTION (LS)							
I. DATA COLLECTION SETUP							
II. DATA COLLECTION PROCESSING							
III. DATA COLLECTION REVIEW							
TRAFFIC STUDY (LS)							
I. DRAFT TRAFFIC STUDY							
II. CITY REVIEW							
III. FINAL TRAFFIC STUDY							
IV. CITY REVIEW AND ACCEPTANCE							

EXHIBIT D

