



March 7, 2024

Melissa Reynolds, P.E., MPA, CFM
Director – Engineering & Capital Projects
City of Seguin
108 E. Mountain St.
Seguin, TX 78155

**RE: Additional Service Proposal #2 – Additional Environmental Documentation and Public Hearing Services
Rudeloff Road Phase II from Huber Road to SH 123 (at FM 20)**

Dear Mrs. Reynolds:

BGE, Inc. (BGE) is pleased to present the City of Seguin with this proposal to provide additional environmental engineering, and public hearing services for the Rudeloff Road Phase II Project from SH Huber Road to SH 123 (at FM 20). The Scope of Services are as stated in the attached Exhibit A and the Basis of Compensation is as detailed in the attached Exhibit B.

Should you have any questions please feel free to contact me.

Sincerely,

A handwritten signature in blue ink that reads 'John C. Colquhoun'. The signature is fluid and cursive, written over a light blue horizontal line.

John C. Colquhoun, P.E.
BGE

EXHIBIT A

SUPPLEMENTAL ENGINEERING SERVICES

RUDELOFF ROAD PHASE II – PHASE I ENVIRONMENTAL SITE

ASSESSMENTS

The work to be performed by the ENGINEER under this work authorization shall consist of providing Phase I Environmental Site Assessments (ESA) for parcels within the project limits, assist with a virtual public hearing, and prepare a Texas Antiquities Permit.

The ENGINEER will perform all work and prepare all deliverables in accordance with the applicable/current requirements of the City of Seguin (City), and Texas Department of Transportation (TxDOT).

ENVIRONMENTAL STUDIES & PUBLIC INVOLVEMENT (FC 120)

1. Phase I Environmental Assessment (ESA)

The ENGINEER will prepare a preliminary review for hazardous materials for the proposed project. The search distances will be performed in accordance with the ASTM Practice E1527-13, Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process. The purpose of this review is to determine, to the extent feasible, the presence or absence of recognized environmental conditions (RECs) associated with the proposed project. The scope of this review will include review of historical information and compiled regulatory agency database information that may provide an indication of RECs, historical RECs, and environmental risk on or near the subject property. Findings will be summarized within the ESA documentation.

Standard environmental record sources will be used to provide specified local, state, and federal regulatory lists information for potential sites of environmental concern located in the vicinity of the subject property. The CONSULTANT will perform a database search that will be based upon ASTM-specified standard record sources and search distance criteria. The CONSULTANT may contract with a vendor to obtain the environmental database records. As needed, environmental records will be obtained from agencies with jurisdiction.

ENGINEER will develop an ESA for 6 (six) locations. The locations are presumed to be for the properties listed below.

1. David & Mary Reiley, property ID 185751
2. Mary L. Reiley, property ID 185744
3. 2021 FII Walnut Springs LLC, Property ID 185749
4. West Rivers Homes, LLC, Property ID 56435
5. Michael J Wahl, Property ID 54936
6. Patsy C Metzner Trust, Property ID 54937

2. Virtual Public Hearing with In-Person Option

The CITY will hold a Virtual Public Hearing with In-Person Option for the proposed project, in accordance with TxDOT guidelines and standards.

The ENGINEER will assist in the organization and preparation of the hearing. The ENGINEER will:

- Update stakeholder database with latest ownership information.
- Prepare bilingual invites, including hearing notice, newspaper ad, elected officials letters, and City/TxDOT website verbiage.
- Prepare bilingual meeting materials, including exhibit boards (up to 20), comment forms, directional signs, name tags, media packets, and sign-in sheets.
- Provide support for the preparation of the PowerPoint presentation (English and Spanish versions), including mandatory hearing slides, environmental summary slides, commenting options, etc.
- Prepare virtual engagement materials, including narrated videos of the English and Spanish PowerPoint presentations, for posting by the CITY and TXDOT to their websites.
- Attend the hearing (4 staff members, 1 of which is bilingual to provide Spanish translation, if necessary).
- Prepare Documentation of Public Hearing report, including a comment/response matrix, meeting materials, etc.

The CITY will assist in the logistics of the hearing; these items are excluded from this supplemental work authorization. The CITY will:

- Secure the venue, A/V equipment, chair/tables, podium, etc.
- Mail the notice to all property owners within a quarter-mile radius.
- Mail the elected officials' letters.
- Publish the newspaper ads in English and Spanish in the local newspapers at least 15 days prior to the hearing.
- Create and publish a hearing website.
- Secure and maintain a voicemail line to take verbal comments during the public commenting period.
- Secure any necessary vendor such as security, a court reporter, and formal translator(s) (e.g., Spanish, American Sign Language).

3. Texas Antiquities Permit Application

BGE will submit a Texas Antiquities Permit application to the THC prepared and signed by a

professional archeologist qualified as a Principal Investigator. In compliance with the Antiquities Code of Texas, BGE will develop field methodology based on established CTA standards for the Project. The permit application will include a background assessment of recorded cultural resources and potential for unrecorded resources that may be impacted by the project, as well as a research design for field investigations, and a Texas Antiquities Permit Application form to be signed by the Principal Investigator, Project Sponsor, and Landowner. Coordination with the THC will be completed utilizing the eTrac System.

4. Cultural Resources Investigation

BGE will perform an intensive terrestrial archeological survey under a Texas Antiquities Permit issued by the THC and signed by a professional archeologist who meets the requirements for Principal Investigator. The investigation will be performed in compliance with the NHPA and ACT; and the guidelines set forth by the CTA and THC. The survey will be completed in accordance with THC survey standards and will include pedestrian survey and an estimated minimum 46 shovel tests to investigate the project area.

Based on the geomorphic setting of the Project, the THC requires deep prospection for potential deeply buried cultural resources associated with possible deep alluvium in areas of planned deep impacts. Based on available predictive models, BGE estimates backhoe trenching of at least (5) trenches will be required to meet CTA and THC Field Survey Standards and satisfy requirements of Section 106 of the NHPA. Trenches would be overseen and inspected by a senior-level archaeologist experienced in the region to determine the presence or absence of deeply buried cultural resources in the Project area.

5. Cultural Resources Survey Report

Based on the intensive archeological survey results, BGE will prepare a survey report according to the Secretary of the Interior's Standards for Archeological Documentation, and the CTA's Guidelines for Cultural Resource Management for submittal to the THC for review and approval. Documents and records will be curated in accordance with current published standards.

Deliverables

1. Six (6) Environmental Site Assessments.
2. Texas Antiquities Permit application submitted to the THC.
3. Cultural Resources Survey Report for submittal to the THC.

Schedule

- The ESA's will be completed after the Materials Initial Site Assessment (ISA).
- It is anticipated that the ESA's will be completed two (2) weeks after the approval of the ISA.

Services to be provided by the CITY

- Available data within the study area that the CITY has (i.e. zoning maps, historical growth projections, thoroughfare maps).
- Assist the ENGINEER, as necessary, in obtaining any required data and information from local, regional (AAMPO, Bexar County), state (TxDOT) and federal agencies (FHWA).

Assumptions

- The entire property is accessible and landowner permission has been secured for field team entry;
- Approximately 1.4 miles will require cultural resources survey via two shovel test transects;
- Excavation machinery (e.g., excavator, backhoe) will be able to access trench locations without construction matting, modifications to the project area, or special equipment;
- Archeological trenches will not be excavated more than 10 feet below ground surface;
- No project-specific safety trainings or in-person meetings will be required;
- No archeological sites or other cultural resources will be identified;
- The draft report will be accepted on first review without comment by the THC and other relevant review agencies;

Exclusions

This proposal is limited in scope and the fee and reflects the following exclusions:

- More than 1.4 miles requiring cultural resources survey;
- Backhoe trenching exceeding five (5) locations;
- Shovel Testing exceeding 46 locations;
- Discovery of an archeological site or cultural resource;
- Agency coordination or permitting beyond a Texas Antiquities Permit granted by the THC. This scope of services does not include application for, or securing permits granted by the United States Army Corp of Engineers, TCEQ, Texas Parks and Wildlife Department, United States Fish and Wildlife Service, or other agencies not explicitly described previously;
- Revisions to documents submitted for review by the THC or other relevant review agencies;
- Survey methodology changes caused by field conditions or requested by the THC or other review agencies;

Compensation

Compensation for the above scope of services shall be the LUMP SUM fee of *One hundred three Thousand Two Hundred Twelve Dollars and Forty-Two Cents* (\$103,212.42) and shall be billed on a percentage complete basis.

Rudeloff Road
 From SH 46 to Huber Road
 Basis of Compensation
PRIME PROVIDER NAME: BGE, Inc.
CITY OF SEGUIN
PROJECT NAME: Rudeloff Road Phase 2

SUPPLEMENTAL SERVICES - Additional Environmental and Public Hearing

FUNCTION CODE	Supplemental					
	BGE		PCI		TOTAL	
	HOURS	FEES	HOURS	FEES	HOURS	FEES
ROUTE & DESIGN STUDIES (FC 110)	0	\$0.00	0	0	0	\$0.00
ENVIRONMENTAL STUDIES & PUBLIC INVOLVEMENT (FC 120)	274	\$42,700.02	407	\$ 51,167.31	681	\$93,867.33
RIGHT OF WAY DATA (FC 130)	0	\$0.00	0	0	0	\$0.00
DESIGN SURVEY (FC 150)	0	\$0.00	0	0	0	\$0.00
ROADWAY DESIGN CONTROLS (FC160)	0	\$0.00	0	0	0	\$0.00
DRAINAGE (FC161)	0	\$0.00	0	0	0	\$0.00
SIGNING, PVMT. MARKING, & SIGNAL (FC162)	0	\$0.00	0	0	0	\$0.00
MISCELLANEOUS (ROADWAY) (FC 163)	0	\$0.00	0	0	0	\$0.00
BID AND CONSTRUCTION SERVICES (FC 351)	0	\$0.00	0	0	0	\$0.00
Other Direct Expenses		\$6,630.09		\$2,715.00	0	\$9,345.09
TOTAL	274	\$ 49,330.11	\$ 407.00	\$ 53,882.31	681	\$ 103,212.42

EXHIBIT D-FEE SCHEDULE (BGE, INC.)

**PRIME PROVIDER NAME: BGE, INC.
 RUDELOFF ROAD PHASE 2**

TASK DESCRIPTION	QC MANAGER	PROJECT MANAGER	SURVEY MANAGER RPLS	PROJECT ENGINEER	ENV. SCIENTIST SENIOR	ENV. SCIENTIST I/II	ENV. SCIENTIST III	ENV. SCIENTIST IV	PUBLIC INVOLVEMENT SENIOR	PUBLIC INVOLVEMENT OFFICER	GIS OPERATOR	CLERICAL	TOTAL LABOR HRS	TOTAL COST	NO OF DWGS	LABOR HRS PER SHEET
ENVIRONMENTAL STUDIES & PUBLIC INVOLVEMENT (FC 120)																
Project Management		12			16							8	36	\$ 8,645.92		
Texas Antiquities Permit					2		16	3			18		39	\$ 5,207.64		
Archaeological Survey and Deep Investigation						23	46	23					92	\$ 12,198.05		
Reporting and Data Management					5		55	7			16		83	\$ 11,292.61		
Phase 1 ESA's (Up to 6)					4								4	\$ 961.68		
Public Hearing (attend hearing 4 staff)		4		4					4	4		4	20	\$ 4,394.12		
HOURS SUB-TOTALS	0	16	0	4	27	23	117	33	4	4	34	12	274			
CONTRACT RATE PER HOUR	288.00	330.98	258.57	212.03	240.42	88.39	123.75	194.46	290.05	162.04	120.19	103.43				
TOTAL LABOR COSTS	\$0.00	\$5,295.68	\$0.00	\$848.12	\$6,491.34	\$2,032.97	\$14,478.75	\$6,417.18	\$1,160.20	\$648.16	\$4,086.46	\$1,241.16		\$42,700.02		
SUBTOTAL (FC120)																

OTHER DIRECT EXPENSES (COMPLETE IN ACCORDANCE WITH YOUR CONTRACT)	# OF UNITS	COST/UNIT	
Air Travel		\$ 800.00	\$0.00
Mileage (# of miles) (current state rate)	500	\$0.000	\$0.00
Per diem	9	\$0.565	\$5.09
Hotel	9	\$125.00	\$1,125.00
Excavator mobilization	1	\$1,500.00	\$1,500.00
Excavator 10-hour with operator	2	\$2,000.00	\$4,000.00
Photocopies B/W (8.5 X 11)		\$0.12	\$0.00
Photocopies B/W (11 X 17)		\$0.30	\$0.00
White Mylar (11 X 17)		\$3.00	\$0.00
CD Archive		\$5.00	\$0.00
Photocopies Color (8.5 X 11)		\$1.50	\$0.00
Photocopies Color (11 X 17)		\$2.00	\$0.00
Certified Mail	0	\$10.00	\$0.00
Plats and Field Notes	0	\$4,500.00	\$0.00
TDLR PROJECT REGISTRATION	0	\$175.00	\$0.00
TDLR PLAN REVIEW FEE	0	\$575.00	\$0.00
TDLR INSPECTION FEE	0	\$575.00	\$0.00
TDLR PRELIMINARY REVIEW FEE	0	\$145.00	\$0.00
TDLR SPECIAL INSPECTION FEE (\$/hr 1 Hr min)	0	\$215.00	\$0.00
SUBTOTAL DIRECT EXPENSES			\$6,630.09

SUMMARY	
TOTAL COSTS FOR PRIME ONLY	\$42,700.02
NON-SALARY (OTHER DIRECT EXPENSES) FOR PRIME ONLY	\$6,630.09
GRAND TOTAL	\$49,330.11

EXHIBIT D-FEE SCHEDULE (PCI)

PRIME PROVIDER NAME: BGE, Inc.
CONTRACT NUMBER:
PROJECT NAME: RUDELOFF ROAD PHASE 2

TASK DESCRIPTION	PRINCIPAL	PROJECT MANAGER	SENIOR ENGINEER	PROJECT ENGINEER	SENIOR ENV. PLANNER	ENV. SCIENTIST SPECIALIST	GIS ANALYST	TECHNICIAN	CADD OPERATOR	CLERICAL	TOTAL LABOR HOURS
ENVIRONMENTAL STUDIES & PUBLIC INVOLVEMENT (FC 120)											
Project Management and Coordination		12			12						24
Phase 1 ESA's (up to 6)		1				24	1			1	27
Public Hearing											
-Stakeholder database updates						8					8
-Develop invitational methods					12	32					44
-Develop meeting materials					48	80					128
-Provide city with virtual engagement materials					16	24					40
-Translations				40							40
-Attend hearing (4 staff)					16	16					32
-Document hearing					24	40					64
HOURS SUB-TOTALS	0	13	0	40	128	224	1	0	0	1	407
CONTRACT RATE PER HOUR	\$ 196.27	\$ 149.35	\$ 164.44	\$ 127.31	\$ 148.53	\$ 111.39	\$ 106.09	\$ 79.57	\$ 84.87	\$ 63.65	
TOTAL LABOR COSTS	\$0.00	\$1,941.55	\$0.00	\$5,092.32	\$19,011.33	\$24,952.37	\$106.09	\$0.00	\$0.00	\$63.65	
% DISTRIBUTION OF STAFFING	0.00%	3.19%	0.00%	9.83%	31.45%	55.04%	0.25%	0.00%	0.00%	0.25%	
SUBTOTAL (FC120)											\$0.00