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November 23, 2021

Mr. Tim Howe  
Director of Water/Wastewater  
City of Seguin  
P.O. Box 591  
Seguin, Texas 78156-0591

**RE: 24" Transmission Main Pipeline Project  
Vetter Booster Station to 123 Elevated Storage Tank  
Preliminary Engineering Services Proposal**

Dear Mr. Howe:

TRC Engineers, Inc. (TRC) has prepared this proposal for professional engineering services for Preliminary Engineering for the 24" diameter water transmission pipeline project, to extend from the Vetter Booster Station to the Hwy. 123 Elevated Storage Tank. The preliminary engineering services described herein is a precursor to the final detailed engineering. A second future proposal for the final engineering will be provided for City consideration once the preliminary engineering is completed and accepted by the City.

**ENGINEERING SCOPE OF WORK (SOW)**

The Engineering Scope of Work will be as follows:

1. Meet with the city to confirm the pipeline routing, to include determination of location within TxDOT right-of-way along 123 Bypass.
2. Perform topographical surveying as needed for the system hydraulics only. This does not include detailed surveying for the final engineering.
3. Create a preliminary routing map and pipeline profile.
4. Determine any specific details the City wants to include in the design, including connection means to the 123 Tank.
5. Perform pipeline hydraulics.
6. Confirm required changes to the Vetter Booster Station Pumps, if any, due to the differing hydraulic conditions.
7. Provide environmental services, as described below.
8. Provide a detailed opinion of probable construction cost.

TRC will submit a draft Engineering Report to the City for review, meet with the City for additional discussion, and address City comments prior to submitting the final Engineering Report.

All services provided for the preliminary engineering will be used for the final detailed design services.

## **ENVIRONMENTAL SCOPE OF WORK**

The Environmental Scope of Work will be as follows:

TRC will conduct a natural resources background investigation and field survey and delineation of aquatic features, a threatened and endangered species habitat assessment, and a natural resources summary report, as well as an archeological file search and cultural review of sources of the Area of Potential Effects (APE) to ensure compliance under the Antiquities Code of Texas and Section 106 of the National Historic Preservation Act. A consultation letter summarizing the results of the background study will also be sent to the Texas Historical Commission (THC) [cc the U.S. Army Corps of Engineers (USACE)] for review.

### **TASK 1: Natural Resource Field Survey and Reporting**

At the conclusion of the background data review, TRC biologists will update the previous draft technical memorandum summarizing the results of the natural resources field investigation. TRC will incorporate one round of editorial comments provided by the City and prepare one electronic copy and one hard copy of the final natural resources summary report within 5 working days of receipt of comments.

Based on a preliminary review of the current Project information, TRC anticipates that the proposed project will have minimal impacts to waters of the U.S. and/or other sensitive natural resources (e.g., threatened, or endangered species, and/or its preferred habitat). If it is determined after investigation that sensitive natural resources will be impacted by the proposed project, additional environmental services and fees may be required. If additional environmental services are required, then TRC will prepare a separate scope of work (SOW) and cost estimate for additional services and submit to the City for approval.

### **TASK 2: Cultural Resource Services**

Cultural Resources Desktop Study and Letter Report

Agency Consultation

This data will be summarized in a letter of consultation and submitted to the THC for review.

TRC will perform a desktop review to identify existing conditions and identify documented cultural resources within the APE and within a one-kilometer radius of the APE. This includes an archeological file search and review of sources, as well as consultation with the THC and USACE. The file search will be performed using the THC Archeological and



Historic Sites Atlas. Other documents that will be consulted as appropriate include historic aerial photographs and topographic maps, Sanborn maps, and cemetery records. The results of the background review will be compiled in a letter report to be reviewed by City and then sent to the THC (USACE cc'd) for review for compliance with the Antiquities Code of Texas and Section 106.

TRC will submit the results of the desktop review to City within three (3) weeks of NTP. The THC and USACE will review the letter of consultation and provide a response within 30 days of submission.

### **Task 3: USACE Permitting**

#### **NWP 58 (Utility Line Activities)**

TRC, on behalf of the City, will complete the NWP 58 PCN application and submit to the City for review and signature. Once all comments and revisions have been completed, TRC will submit (electronically) the NWP 58 PCN application to the USACE-Fort Worth District for review and evaluation. The USACE has 30 days from receipt of an NWP application to review the application for completeness. Once the USACE has determined that the NWP PCN application is complete, the USACE has 45 days to complete a technical review of the NWP PCN applications and issue authorization.

If it is determined after the project review request letter/desktop study that sensitive cultural resources will be impacted by the proposed project, additional environmental services and fees may be required. If additional environmental services are required, then TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.

### **ASSUMPTIONS**

As the basis for the preparation for this proposal and the associated cost of service, the following assumptions were made which, if found to be incorrect may result in request(s) from TRC for additional compensation:

1. Per discussions with City Staff, the purpose of the transmission pipeline is to connect directly to and fill the Hwy. 123 elevated storage tank, and for it to not be directly connected to any water services along its route. The existing transmission pipeline does connect to water services and some of those service connections experience pressure line surges when the pumps at the Vetter Booster Station are activated. This proposed pipeline should eliminate these pressure surges.
2. Where necessary, the City will be responsible for arranging property access prior to commencement of the field survey and/or environmental investigations for properties not located within City right-of-way. TRC will not perform any field investigation on properties where access has not been granted.

3. Should the schedule be changed or put on "hold" by the City, all costs incurred by TRC up to notification of change of schedule or "hold" status will be billed to the City. Additional fees that TRC may incur as a result of the change of schedule or "hold" status will be billed to the City once the Project has resumed in addition to the cost of services included in this proposal.
4. Based on a preliminary review of the current project information, the proposed Project may discharge fill materials into a special aquatic site (wetlands). TRC anticipates that the proposed Project would be permitted under a NWP 58 (Utility Line Activities) and may require a submission of a PCN application to the USACE – Fort Worth District.
5. This SOW does not include a submittal of an Individual Permit. Should the proposed project exceed a loss greater than 1/2-acre of WOUS (loss of stream bed or wetlands) an Individual Permit may be required. If an Individual Permit, TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.
6. This SOW does not include USACE mitigation planning and/or implementation costs. Should the Project exceed 3/100 of an acre of a loss of stream or 1/10 of an acre of a loss of wetlands, the Project may require compensatory mitigation for loss of function to these aquatic resources. Should mitigation planning and/or implementation be required, then TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.
7. This SOW does not include migratory bird nesting surveys. Should the City need to clear vegetation between March and August, migratory nesting bird surveys may be necessary to avoid any violations of the Migratory Bird Treaty Act. TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.
8. This SOW covers a prescribed level of effort through the archeological site file search and THC consultation. If after consultation THC requires additional work in the form of an archeological survey, deep testing investigations, archeological testing, and/or monitoring, then TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.
9. No additional environmental services or studies (e.g., USACE waters of the U.S. delineation survey or reporting, ASTM Phase I Environmental Site Assessment, T&E species-specific surveys, biological monitoring, etc.) beyond those already outlined in this SOW will be performed. Should additional environmental studies be required, TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.



## **EXCLUSIONS**

The following items are specifically excluded from the scope of work:

1. Any design services not listed above, including but not limited to detailed engineering design and preparation of construction bid documents.
2. Detailed topographical surveying for the detailed design.
3. Construction services.
4. Geotechnical services or report.
5. Attendance at or preparation for condemnation hearings, easement documents, plat documents, landowner contact or easement negotiations.
6. Preparation of permits, applications, etc.
7. US Army Corps of Engineers (USACE) permit preparation or notification, if applicable.

## **COMPENSATION FOR SERVICES**

TRC will provide the professional engineering services as outlined herein and within the Master Services Agreement executed between the City and TRC (dated December 16, 2003), for a total lump sum fee as follows:

Environmental/Cultural Services:	\$16,124.00
Topographical Surveying:	\$5,263.00
Preliminary Engineering, including:	\$95,678.00
• Design Meetings with City Staff	
• Preliminary Pipeline Routing and Profile	
• Pipeline Hydraulics	
• Determine Need for Vetter Station Pump Modifications	
Design Report, including:	\$32,549.00
• Opinion of Probable Construction Cost	
<b>Total:</b>	<b>\$149,614.00</b>

This fee includes labor and material costs associated with the Scope of Work identified above.

TRC's fee above is based on a continuous flow of work. Any delays or restrictions, caused by customer or customer's sub consultants, which result in idle-time or inefficiencies, could be cause for additional compensation.

The payment schedule will be via monthly progress billing.



Mr. Tim Howe, Director of Water/Wastewater  
City of Seguin  
November 23, 2021  
Page 6 of 6

Changes in scope, including additional scenarios or modification to the scenarios identified above will be evaluated for additional services and/or materials cost through a formal change order process, which results in approval of the additional cost prior to executing the additional work.

Fees for services quoted in this Letter of Agreement are valid for a period of time not to exceed 60 days from the date of this letter.

We appreciate the opportunity to assist with this project and are available to proceed immediately with your written approval. Please review this proposal and, upon acceptance, sign in the space provided below, returning a copy for our files.

Sincerely,

*Craig Bell*

H. Craig Bell, P.E.  
Austin Engineering Director - DMS

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City of Seguin

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Date

*11/23/21*

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Date