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September 20, 2016

Mr. Douglas Faseler, City Manager
City of Seguin
P.O. Box 591
Seguin, Texas 78156-0591

**RE: Walnut Branch Sanitary Sewer Project
24" Sewer Main Replacement
Engineering Services Proposal**

Dear Mr. Faseler:

At the request of the City of Seguin, this letter represents TRC's engineering services proposal for the design, preparation of construction documents, and bidding/construction administration for the above-referenced project. The project consists of the replacement of approximately 1,800 linear feet of 24" sanitary sewer main within Walnut Branch, extending from the 30" sewer main located south of the new library to the connection to the lift station at the Walnut Branch Wastewater Treatment Plant. The new main size is anticipated to be 36" diameter.

The cost to provide the engineering services, based on the attached preliminary scope of work, is as follows:

Environmental/Cultural Resources:	\$15,180
Engineering Services:	<u>\$77,723</u>
Total:	\$92,903 (lump sum basis)

The opportunity to provide this proposal is greatly appreciated. The services will be provided under the Master Services Agreement executed by the City and TRC. If you have any questions regarding this information, please feel free to contact this office.

Sincerely,

H. Craig Bell, P.E. - TRC

9/20/16

Date

City of Seguin

Date

**CITY OF SEGUIN
WALNUT BRANCH SANITARY SEWER PROJECT
24" SEWER MAIN REPLACEMENT
ENGINEERING SERVICES PROPOSAL
PRELIMINARY SCOPE OF WORK
(09/20/16)**

ENGINEERING DESIGN SCOPE OF WORK:

1. Provide environmental services (see below scope).
2. Prepare construction plans/specifications for the proposed project, including all details, for standard city of Seguin bid package.
3. Provide submittal package to TXDOT for utility crossing of Austin Street.
4. Provide submittal package to TCEQ for project notification.
5. Assist the City in bidding process including preparation of advertisement document, assist the City in the opening and tabulation of bids, prepare award recommendation letter and prepare construction contract documents.
6. Assist the City during construction consisting of pre-construction meeting, contractor correspondence, submittal review, pay request review, periodic site visits (maximum of four), final inspection, preparation of contractor punch list and record drawing preparation (3 sets of hard copies and one CD electronic copy).

EXCLUSIONS:

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

- Topographical surveying.
- Construction staking.
- Continuous construction inspection.
- Detailed title search or title policy.
- Attendance at or preparation for condemnation hearings.
- Easement or Plat documents, landowner contact or easement negotiations.
- Archaeological surveys (if applicable).
- Endangered species mitigation plans/costs (if applicable).
- Species-specific threatened and endangered survey.
- Clean Water Act Section 404 individual permit.

ENVIRONMENTAL SCOPE OF WORK

TRC proposes this Scope of Work (SOW) for the following Environmental tasks:

Task 1. Natural Resources Services

Task 2. Cultural Resources Services

Task 1: Natural Resources Services

TRC will perform an investigation of the natural resources within the Project Area to identify existing conditions and determine the presence of sensitive natural resources that could potentially be impacted by the Proposed Project. The natural resources investigations will consist of a background data review and field survey. Results of the investigation will be used in support of U.S. Army Corps of Engineers (USACE) reporting requirements.

Subtask 1.1: Delineation of Waters of the U.S.

TRC will perform a background review of existing and available data, including U.S. Geological Survey (USGS) topographic maps, U.S. Fish and Wildlife Service (USFWS) National Wetland Inventory (NWI) maps, U.S. Department of Agriculture Natural Resources Conservation Service (NRCS) Soil Surveys, Federal Emergency Management Agency (FEMA) floodplain maps, aerial photography, as well as other available planning maps and reports.

Following the background data review, TRC biologists will conduct a field survey to determine the location and extent of any potential waters of the U.S., including wetlands, within the Project Area. The survey will be performed in accordance with methods described in the 1987 Corps of Engineers Wetlands Delineation Manual (USACE 1987) and Regional Supplement to the Corps of Engineers Wetlands Delineation Manual: Great Plains Region (Version 2.0; USACE 2010). The boundary of water bodies potentially subject to USACE jurisdiction are defined by the ordinary high water mark (OHWM), except where wetlands are present. The OHWM is the line on the water body's bank established by the presence and/or fluctuations of water, and is indicated by physical characteristics such as a clear, natural line impressed on the bank, shelving, and/or changes in the character of the soil. Vegetation, soils, and hydrology will be recorded for each wetland and non-wetland site on appropriate USACE field data forms. The boundaries of the wetlands will be marked in the field with flagging at intervals necessary to accurately depict the waters of the U.S. boundaries. Data collection locations and jurisdictional wetland and/or water body boundaries will be surveyed using a sub-meter Global Positioning System (GPS) unit.

TRC will conduct the field investigation for the delineation of the waters of the U.S. in conjunction with the threatened and endangered (T&E) species habitat assessment (Subtask 1.2) within one week of Notice to Proceed (NTP). TRC will develop a draft waters of the U.S. report and submit the draft deliverable to the project engineer within two weeks of the field investigation.

Subtask 1.2: Habitat Assessment for Threatened and Endangered Species

In accordance with USACE Section 404 permitting requirements, the Endangered Species Act of 1973, and State of Texas regulations, TRC will perform a background review of existing and available data to determine the potential for protected species to occur within the Project Area. The background data review will include a search for the current listing of federal and state-listed rare, threatened, and

endangered species for Guadalupe County; federally-designated Critical Habitat; the TPWD's Texas Natural Diversity Database (TXNDD); as well as other available data to assess the potential for protected species to occur within the Project Area.

Following the background data review, TRC biologists will conduct a survey concurrent with the waters of the U.S. delineation for T&E species habitat, vegetation communities, and other sensitive natural resources that may be present within or adjacent to the Project Area. TRC will identify predominant vegetation communities and address their abilities to provide habitat to support T&E species. TRC's findings will be provided as part of the NWP 12 PCN submittal process to the USACE, as described below in Subtask 1.3.

Subtask 1.3: Preconstruction Notification to U.S. Army Corps of Engineers

TRC anticipates that the Proposed Project would require authorization under NWP 12 (Utility Line Activities) through a PCN submittal to the USACE. Under this NWP, a PCN must be submitted to the USACE in instances where a utility line is placed within a jurisdictional area (i.e., water of the U.S.), and it runs parallel to or along a stream bed that is within that jurisdictional area. The following contents will be included in the PCN submittal package as required under NWP 12 General Condition 31(b)1-7:

- Name, address, and telephone numbers of the prospective permittee;
- Location of the proposed project;
- Illustrative description of the Proposed Project activities; Proposed Project purpose and need; direct and indirect adverse environmental effects from the Proposed Project; and sketches of project components and impact areas;
- Delineation of waters of the U.S. in accordance with the current method required by the USACE;
- Mitigation statement/plan if the Proposed Project will result in the loss of greater than 1/10-acre of wetlands (though this is not anticipated);
- Documentation demonstrating compliance with the Endangered Species Act (ESA) and Migratory Bird Treaty Act (MBTA) as specified under NWP 12 General Conditions 18 and 19, respectively; and,
- Documentation demonstrating compliance with the National Historic Preservation Act (NHPA), as specified under NWP 12 General Conditions 20 and 21.

The PCN submittal package will include a cover letter, Form ENG 4345, supplemental documentation, and figures. The draft PCN submittal package will be provided to the project engineer and City for review within four weeks of completion of the delineation of waters of the U.S. draft report. Within one week of receipt of City comments, TRC will submit the revised PCN submittal package to the USACE Fort Worth District Engineer. One round of comments from USACE is anticipated. Within one week of receipt of USACE comments, TRC will finalize the PCN submittal package and resubmit to the USACE for approval. All submittals will be in electronic format unless otherwise requested.

Task 2. Cultural Resource Services

TRC will perform a desktop review to identify existing conditions and identify documented cultural resources within the area of potential effect (APE) that could potentially be impacted by the Proposed Project. This data will be summarized in a letter of consultation and submitted to the THC for review.

Subtask 2.1: THC Consultation

TRC will perform an archeological site file search using the THC Archeological Sites Atlas (THC Atlas) to compile current information on recorded cultural resources that are situated within a 1-mile radius of the APE. Other documents, including historic aerial photographs, USGS topographic maps, Sanborn maps, Texas General Land Office (GLO) documents, Historic Texas Overlay Database maps, and cemetery records may also be reviewed. The results of this site file search will be compiled in a letter of consultation for submission to THC. THC will review the letter of consultation and provide a response within 30 days of submission.

If THC concludes that the proposed undertaking could impact existing archeological sites or areas of high archeological potential, then they will require further investigation by a professional archeologist in the form of an archeological survey in compliance with the guidelines set forth in the Antiquities Code of Texas (Section 191.0525) and Texas Health and Safety Code (Title 1, Section 711). In addition, this project will likely require a USACE permit (NWP 12). Given this, compliance with the guidelines of Section 106 of the NHPA (36 CFR § 800) will also be followed.

If after consultation THC determines that an archeological survey of the Project Area is required, then TRC will prepare a separate SOW and cost estimate for this service and submit to the City for approval.

TRC will initiate the desktop review of cultural resources within 7 days of NTP, and submit the THC consultation letter within 14 days of NTP. The THC will review the letter of consultation and provide a response within 30 days of submission.

ASSUMPTIONS

TRC proposes to complete the services identified in this SOW with the following assumptions:

- The City and/or the project engineers will provide all pertinent documentation such as project layout drawings/cross sections, digital project data (i.e., project boundary, design plan, impact areas in waters of the U.S.), and project purpose/description necessary for completion of the environmental services described in this SOW.
- At the time of preparation of this SOW, detailed project plans for the proposed work were not available. Therefore, for the purposes of this SOW only, TRC assumed an area of disturbance within Walnut Branch would be less than 0.10 acre at each crossing, and total project footprint would be 2.07 acres. If it is later determined that the proposed area of disturbance within Walnut Branch is 0.10 acre or greater, TRC will communicate closely with the City of Seguin, and if necessary, prepare a separate SOW and cost estimate for submittal to the City and approval prior to the performance of any services (i.e., NWP 12 PCN submittal package to USACE).

- Where necessary, the City will be responsible for arranging property access prior to commencement of the field survey for properties not located within public right-of-way or on city-owned lands. TRC will not be able to perform any field investigation on properties where access has not been granted.
- TRC anticipates that the delineation of waters of the U.S. and T&E species habitat assessment combined field survey (Task 1) will require no more than one full 10-hour day to complete, including travel time. The field survey would be performed by two staff biologists from the TRC Austin office under one mobilization.
- This SOW does not include any additional environmental services other than those described above. Should additional services be required, TRC will communicate closely with the City of Seguin, and if necessary, prepare a separate SOW and cost estimate for submittal to the City and approval prior to the performance of any additional services.
- TRC anticipates that the Proposed Project would require authorization under NWP 12 with PCN submittal to USACE. However, a PCN submittal package would not be required if much of the sewer line falls outside the OHWM (top of bank and beyond). Until detailed project design information can be obtained and a delineation of waters of the U.S. can be completed, we are assuming a PCN submittal package is required due to the estimated close proximity to Walnut Branch.
- This SOW does not include detailed ESA compliance documentation for the NWP 12 PCN submittal package such as a Biological Assessment because we anticipate no, negligible, or minor impacts to federally protected species will occur and that minimal documentation will be required to meet NWP 12 General Condition 18 (Endangered Species). Should additional documentation be required, TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.
- This SOW does not include USACE compensatory mitigation planning and/or implementation costs. We assume that the total project impacts to Walnut Branch associated with sewer main replacement will be no greater than 0.5 acre per single and complete crossing. Should impacts to jurisdictional waters be greater than 0.5 acre, mitigation under NWP 12 may be required. TRC will subsequently prepare a separate SOW and cost estimate for submittal to the City based on the level and scope of anticipated mitigation required.
- No CWA Section 401 compliance is associated with this SOW as it is assumed to be addressed under a separate application process through the Texas Commission on Environmental Quality (TCEQ). TRC will require a summary of such documentation to incorporate into the NWP 12 PCN submittal package because the TCEQ conducts Section 401 certification reviews of projects requiring a Section 404 permit from the USACE. Should the City request such services, TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.
- Only one round of comments from USACE on the PCN submittal package is anticipated. No physical meetings with USACE are anticipated. TRC anticipates up to two hours of conference calls will be sufficient for coordination with the City and/or USACE.

- 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, reconnaissance, and/or monitoring, then TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.
- This SOW assumes that no more than ten (10) culturally significant properties (historic sites, National Register properties, historic markers, etc.) are located within one (1) mile of the APE. If the archeological site file search reveals more than ten properties, then TRC will prepare a separate SOW and cost estimate for additional services and submit to the City for approval.