



CITY OF MARSHALL

COMMISSION AGENDA INFORMATION SHEET:

MEETING DATE: June, 11, 2015

PROJECT: Consider and act on a recommendation to approve a Work Order for Professional Services for engineering and construction inspection for the 2015 Street Improvement Program. (Public Services Director)

DESCRIPTION:

Included in our proposed 2015 Street Improvement Program was the cost of \$100,000 for engineering and inspection related activities for the major contracted work elements in this year's proposed program. Attached is the formal Work Order for Professional Services by Hayes Engineering, Inc. to provide design, bidding, and construction inspections of all street improvement projects at the first meeting in June; the work order cost is \$100,000 with \$72,000 (approximately 4.8% based on our proposed improvement budget) dedicated for engineering related activities and \$28,000 (1.9% based on our proposed improvement budget) dedicated for construction related on-site inspections and project management for a total 6.7% of the proposed \$1,499,124 "street construction portion" of the proposed 2015 Street Improvement Budget which requires outside engineering and inspection services.

We just learned this week that there will be Community Development Block Grant Funds available for street projects in 2015, but we do not know a dollar amount at this time. Once we have a firm funding number for the Planning Department, we will come back to the City Commission with a revised Work Order to add engineering and inspection costs for added streets.

COST:

To be determined – major bid packages will be brought back for City Commission Approval.

FUNDING:	<u>Acct. Name & No</u>	<u>Original Budget</u>
General Fund	Acct# 01-0408-05-02	\$993,080 (overall line item budget)
Reallocated 2014 Funds	Acct# 01-0408-05-02	\$133,600 (from unallocated reserves)
Street Maintenance Tax	Acct# 80-0408-00-00	<u>\$506,250</u> (estimated receipts)
		\$1,632,930

RECOMMENDED

ACTION:

Approve a Work Order for Professional Services for engineering and construction inspection for the 2015 Street Improvement Program. (Public Services Director)

CITY CONTACT: J. C. Hughes, Director of Public Services 903-503-4503

ATTACHMENTS:

2015 Proposed Work Order for 2015 Street Improvement Program – Hayes Engineering

cc: File



HAYES ENGINEERING, INC.

Texas Registered Engineering Firm F-1465 www.hayesengineering.net
2126 ALPINE ST. LONGVIEW, TX 75601-3401
V 903.758.2010 F 903.758.2099

WORK ORDER FOR PROFESSIONAL SERVICES W.O. NO. MA-15-01

This will constitute authorization by the **City of Marshall, Texas** (Owner) for **Hayes Engineering, Inc.** (Engineer) to proceed with the following described "Project":

2015 Street Improvements

The Project consists of micro-resurfacing approximately 37,500 SY, and asphalt overlaying approximately 95,000 SY of selected city streets. In addition, the project includes removing one railroad crossings at Poag Street. Geotechnical engineering and materials testing services are not included within this scope of services and will be provided by the City of Marshall. We understand the scope of services for the Project as follows:

BASIC ENGINEERING SERVICES:

PRELIMINARY DESIGN PHASE

1) Prepare preliminary engineering design documents and review with City. \$ 30,000

FINAL DESIGN PHASE

2) Finalize schematics, specifications and contract documents for construction. \$ 30,000
Individual streets will be measured. Detail sheets, schematics, and other drawings will be included in the Contract Documents. Review with City.

BID PHASE

3) Assist in advertising and receiving bids, tabulate and make recommendation on bids received, and assist with negotiations for a construction contract. \$ 2,000

CONSTRUCTION PHASE

4) Perform periodic site visits for 90 day construction period. Coordinate material testing with City's geotechnical firm. Attend update meetings as needed. \$ 2,000
5) Review monthly progress estimates with field representative and prepare monthly pay estimates for a 90 day construction period. \$ 1,000

BASIC ENGINEERING TOTAL \$ 65,000

ADDITIONAL SERVICES:

6) Field data acquisition for design. \$ 7,000
7) Provide project representative services. \$ 28,000
Budget Item (Hourly as needed 40 hrs/wk x \$60/hr x 12 wks)

ADDITIONAL SERVICES TOTAL \$ 35,000

PROJECT TOAL \$ 100,000

Preliminary Design phase will be completed within approximately sixty (60) days at an estimated cost of \$30,000. Final Design phase will be completed within approximately thirty (30) additional days at an estimated cost of \$30,000. Bid Phase will be completed within approximately thirty (30) days at an estimated cost of \$2,000. Construction Phase will coincide with the construction contract that is projected at ninety (90) days at an estimated cost of \$3,000 for engineering services. Additional Services includes \$7,000 for field data acquisition that will coincide with the preliminary design and \$28,000 for project representative services during construction. Partial payments for services shall be made monthly, as evidenced by monthly statements submitted by the Engineer and approved by the Owner. Total of all services shall not exceed \$100,000.

Work Order No. MA-15-01
City of Marshall 2015 Street Improvements
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APPROVED:
CITY OF MARSHALL, TEXAS

BY: _____
Kenneth Snyder, City Manager

ATTEST: _____

DATE: _____

ACCEPTED:
HAYES ENGINEERING, INC.

BY: _____
Stanley R. Hayes, P. E., Principal

ATTEST: _____
Sharon Cooley, Corporate Secretary

DATE: 05-12-15

