

**CITY OF CORPUS CHRISTI  
AMENDMENT NO. 1  
CONTRACT FOR PROFESSIONAL SERVICES**

The City of Corpus Christi, Texas hereinafter called "CITY", and **Urban Engineering**, hereinafter called "ENGINEER," agree to the following amendment to the Contract for Professional Services for **Staples Street Pumping Plant New 10 MGD (Project No. E12004)**, as authorized and amended by:

Original A/E Agreement	March 27, 2012	Motion M2012-065	\$87,400.00
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**EXHIBIT "A", SECTION 1. SCOPE OF SERVICES** shall be amended as specified in the attached Amendment No. 1 Exhibit "A".

**EXHIBIT "A", SECTION 2. SCHEDULE** shall be amended as specified in the attached Amendment No. 1 Exhibit "A", Schedule.

**EXHIBIT "A", SECTION 3. FEES** shall be amended as specified in the attached Amendment No. 1 Exhibit "A", Summary of Fees, for a revised fee not to exceed **\$129,070.00 (One Hundred Twenty-Nine Thousand Seventy Dollars and Zero Cents)**, for a total restated fee not to exceed **\$216,470.00 (Two Hundred Sixteen Thousand Four Hundred Seventy Dollars and Zero Cents)**. Monthly invoices shall be submitted in accordance with Exhibit "B".

All other terms and conditions of the March 27, 2012 contract between the City and Engineer will remain in full force and effect.

**CITY OF CORPUS CHRISTI**

**URBAN ENGINEERING**

\_\_\_\_\_  
Oscar R. Martinez, Assistant City Manager Date

*[Signature]* Feb 7 2013  
\_\_\_\_\_  
James L. Urban, P.E. Date  
2725 Swantner Drive  
Corpus Christi, Texas 78404  
(361) 854-3101 Office  
(361) 854-6001 Fax

*[Signature]* 2.7.13  
\_\_\_\_\_  
Operating Department Date

**APPROVED AS TO FORM**

**RECOMMENDED**

\_\_\_\_\_  
Office of Management and Budget Date

*[Signature]* 2/12/13  
\_\_\_\_\_  
Daniel Biles, P.E., Date  
Director of Engineering Services

**ATTEST**

Project No. E12004  
Fund Source No. 550950-4088-00000-E12004  
Fund Name: Water CIP  
Encumbrance No. E12004AUR

\_\_\_\_\_  
Armando Chapa, City Secretary

**RECEIVED**  
FEB 08 2013  
BY: *[Signature]*

**ENTERED**  
FEB 05 2013 *[Signature]*

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EXHIBIT "A"  
CITY OF CORPUS CHRISTI, TEXAS

STAPLES STREET PUMPING PLANT NEW 10 MGD PUMPS  
PROJECT NO. E12004

**SCOPE AMENDMENT #1**

**GENERAL**

Provide engineering project management, engineering design, plans, specifications and all documentation and services for construction for the upgrade of the existing electrical hardware-required for the proper operation and control of the Staples Pump Station.

**1. SCOPE OF SERVICE**

**A. BASIC SERVICES**

**1. PRELIMINARY PHASE**

- a. Develop a project manual according to the City's standard format. The project manual shall contain but not limited to the following:
  - 1. Scope of the project and intended outcome
  - 2. Project justification: past operational precedents, references to engineering studies, references to model simulations, or explanations of changes in operational philosophy that necessitate the scope of work.
  - 3. Project stakeholder analysis
  - 4. Project contributors' roles and responsibilities matrix
  - 5. Project communication plan
  - 6. Quality Assurance/Quality Control plan
  - 7. Project risk management plan

The A/E to submit a Draft project manual to the City for review, A/E will meet with City staff to review comments on the draft project manual, A/E will incorporate comments into the final project manual and distribute to the City in electronic format.

The project manual will be brief approximately one page per section, each item on a separate page so that they can be individually updated without having to revise the entire document.

- b. Update and redistribute the project manual to project contributors throughout the duration of the project. Document will be distributed via Share File by City staff along with future updates. Only one hard copy will be submitted to City Staff.
- c. Develop and distribute to project contributors preliminary schedule of all required project documentation and assign responsibility for creating, updating, and distributing project documentation. Revise and redistribute the schedule throughout the life cycle of the project as required.
- d. The A/E will review the existing plans and specification prepared for Phase 5 of the Southside Water Transmission Main project and coordinate with the COCC to incorporate the isolation valve improvements into the existing water main.
- e. Review background information pertinent to the project.
- f. Conduct a site visit at the Staples Street Pumping Station to review and document existing conditions.
- g. Attend two (2) additional project coordination meetings

**AMEND. NO. 1**  
**EXHIBIT "A"**  
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## 2. DESIGN PHASE

- a. Develop design plans and technical specifications (project to include all relevant standard City specifications and special provisions where warranted) to the City's format incorporating all issues with relevant solutions. Identify to the best of the Engineer's knowledge all potential conflicts and offer solutions to conflicts.

The design services will incorporate but not be limited to the following:

### 1. Base Bid:

- a. Automatic transfer switch for future generator sized to run the entire pump station, upgrade existing main service electrical feeder for additional electrical load, upgrade existing HVAC to accommodate additional heat load from VFD's.
- b. Evaluate existing process monitoring and control instrumentation fitness for the application and make recommendations for improvement, if applicable. Engineering services required to specify additional instrumentation and create all necessary installation drawings and specifications. Itemize instruments and report findings to Owner in an engineering report.
- c. The A/E will develop all required drawings and specifications for demolition of existing analytical instrumentation panel and instrumentation and for procurement, installation, and integration of new analytical instrumentation panels based on City standard for Water analytical instrumentation.
- d. The A/E will develop a phased testing and acceptance plan for the new pumps, drives, HVAC, instrumentation, cabling and wiring, integration, and operation of the pump station. Develop all required testing scenarios, acceptance checklists and sign-off documentation, installation and cutover sequence, and other quality control and acceptance documentation to be used by contractor, as defined in the Preliminary design phase.
- e. Provide engineering design management services to ensure and communicate to the City internal quality assurance process. Follow project QA/QC plan as defined in the project manual. Prepare and present to City evidence of own QA/QC procedures such as design review checklist for each engineering discipline for each phase of the project.
- f. Develop project estimate of probable cost, provide all submittals to the City and meet with staff to review draft submittals and final plans and make City requested amendments.
- g. Coordinate design decisions with other City or third-party engineering or construction firms involved in projects or work that may overlap with this project.
- h. The A/E will prepare one (1) plan and profile sheet for construction of a 42-inch butterfly on Phase 5 of the Southside Water Transmission Main. The location of the valve will be at the intersection of Waldron Road and Yorktown Blvd. The P & P sheet will be included in the bid package with one (1) technical specification for the butterfly valve.

### 3. BID PHASE

No Changes

### 4. CONSTRUCTION PHASE

- a. Provide construction observation services at the construction milestones. Ensure contractor's compliance with construction plans, specifications, and quality assurance plan. Review and approve acceptance checklists, witness and approve acceptance tests, attest to correct operation of the system per end user's intent and engineer's specification.

### 5. CLOSE-OUT PHASE

- a. Engineering services to develop as-built documentation.
- b. Other close-out tasks to complete project documentation as required above and determined by the Project Manager.

## B. ADDITIONAL SERVICES

### 1. SOUTHSIDE WATER TRANSMISSION MAIN FIELD INVESTIGATION

- a. The A/E will review the existing site conditions at the location selected by the City, take any required field measurements and incorporate the information into the design of the proposed improvements.

### 2. SOUTHSIDE WATER TRANSMISSION MAIN CONSTRUCTION OBSERVATION

- a. The A/E will make a total of two (2) field trips to the project site during construction to observe the valve installation process and determine if contractor is following the intent of the plans and specifications.

### 3. SOUTHSIDE WATER TRANSMISSION MAIN WARRANTY PHASE

- a. The A/E will attend one (1) walkthrough with the Contractor and the City of Corpus Christi's representative at the project site, before the end of the one year warranty period has expired. Any deficiencies associated with the installation of the butterfly valve noted at that time will be passed on to the City's representative.

### 4. CONTROL SYSTEM INTEGRATION

- a. The A/E to develop or modify, as required at time of construction, the Detailed Functional Specification (DFS) and / or control system Sequence of Operation (SOO) based on User Requirements Specification (URS) supplied by the City as well as pump station control strategy recommended by Controls System Engineer.
- b. The A/E to develop assessment methodology for selecting control system integrators, identify potential candidates, apply the methodology and recommend a list of approved integrators. Specify approved integrators in construction specifications.

- c. The A/E to determine and specify all control system configuration parameters such as PID parameters, set-points, and alarm levels required to achieve correct operation, alarming, and emergency notification and response of the automated control system. To include parameters for new pumps and equipment as well as modification to control system parameters for existing equipment.
- d. The A/E to provide Construction Commissioning Services to include all Engineering services required to provide onsite startup and commissioning assistance for and acceptance of the system consisting of a minimum of five 8-hour days at Staples Pump Station and O.N. Stevens Water Treatment Plant.
- e. The A/E to conduct an inspection after one year of completion for project warranty requirement.

#### **CONTROL SYSTEM CONTINGENCY**

- a. The A/E to provide two weeks (80 hours) of Engineering Services to adjust and modify control system hardware and software specification, as needed to accommodate actual field condition that may be unexpected or not known until the field installation.

#### **5. FLOW METER / PUMP DRIVE ASSESSMENT**

- a. Review of literature and coordination with several flow meter manufacturers to assess the types of meters currently available. Flow meter assessment and recommendation delivered to the City in the form of a technical memorandum. Review of literature on Magna-Drives and coordination with the manufacturer to assess the drive. Magna Drive assessment and recommendation delivered to the City in the form of a technical memorandum.

Proposed Schedule  
 Staples Street Pumping Plant New 10MGD Pumps  
 Project No. E12004

Day	Date	Activity
Tuesday	March 26, 2013	Begin Design
Tuesday	May 28, 2013	Prel. Submittal
Wednesday	June 12, 2013	City Review
Wednesday	July 10, 2013	Pre-Final Submittal
Wednesday	July 24, 2013	City Review
Wednesday	August 21, 2013	Final Submittal
Monday	August 26, 2013	Advertise for Bids
Tuesday	September 10, 2013	Pre-Bid Conference
Wednesday	September 25, 2013	Receive Bids
Wednesday	October 30, 2013	Contract Award
Wednesday	November 27, 2013	Begin Construction
Wednesday	May 28, 2014	Complete Construction

**Summary of Fees**  
**Staples Street Pumping Plant New 10 MGD Pumps**  
**Project No. E12004**

	Original Contract	Amendment No. 1			Total Fee	
		Pump Station Civil/Elec/ Mech	Southside Water Trans. Main	Total Amend. No. 1		
<b>Basic Services</b>						
1	Preliminary Phase	\$9,000.00	\$6,390.00	\$1,490.00	\$7,880.00	\$16,880.00
2	Design Phase	38,900.00	27,690.00	6,470.00	34,160.00	73,060.00
3	Bid Phase	3,000.00	2,130.00	500.00	2,630.00	5,630.00
4	Construction Phase	9,000.00	6,390.00	1,490.00	7,880.00	16,880.00
<b>Subtotal Basic Services</b>		<b>\$59,900.00</b>	<b>\$42,600.00</b>	<b>\$9,950.00</b>	<b>\$52,550.00</b>	<b>\$112,450.00</b>
<b>Additional Services</b>						
1	Topographic Survey/Field Investigation	11,440.00	0.00	2,040.00	2,040.00	13,480.00
2	Construction Observation Services	13,980.00	0.00	3,240.00	3,240.00	17,220.00
3	Warranty Phase	2,080.00	1,100.00	540.00	1,640.00	3,720.00
4	Engineering Integration and Control Services	0.00	61,500.00	0.00	61,500.00	61,500.00
5	Flow Meter/Pump Drive Assessment	0.00	8,100.00	0.00	8,100.00	8,100.00
<b>Subtotal Additional Services</b>		<b>\$27,500.00</b>	<b>\$70,700.00</b>	<b>\$5,820.00</b>	<b>\$76,520.00</b>	<b>\$104,020.00</b>
<b>Total</b>		<b>\$87,400.00</b>	<b>\$113,300.00</b>	<b>\$15,770.00</b>	<b>\$129,070.00</b>	<b>\$216,470.00</b>
		3/27/2012 M2012-065	M2013-			

**COMPLETE PROJECT NAME**  
**Project No. XXXX**  
**Invoice No. 12345**  
**Invoice Date:**

	<b>Contract</b>	<b>Amd No. 1</b>	<b>Amd No. 2</b>	<b>Total Contract</b>	<b>Amount Invoiced</b>	<b>Previous Invoice</b>	<b>Total Invoice</b>	<b>Percent Complete</b>
<b>Basic Services:</b>								
Preliminary Phase	\$1,000	\$0	\$0	\$1,000	\$0	\$1,000	\$1,000	100%
Design Phase	2,000	1,000	0	3,000	1,000	500	1,500	50%
Bid Phase	500	0	250	750	0	0	0	0%
Construction Phase	2,500	0	1,000	3,500	0	0	0	0%
<b>Subtotal Basic Services</b>	<b>\$6,000</b>	<b>\$1,000</b>	<b>\$1,250</b>	<b>\$8,250</b>	<b>\$750</b>	<b>\$1,500</b>	<b>\$2,500</b>	<b>30%</b>
<b>Additional Services:</b>								
Permitting	\$2,000	\$0	\$0	\$2,000	\$500	\$0	\$500	25%
Warranty Phase	0	1,120	0	1,120	0	0	0	0%
Inspection	0	0	1,627	1,627	0	0	0	0%
Platting Survey	TBD	TBD	TBD	TBD	TBD	TBD	TBD	0%
O & M Manuals	TBD	TBD	TBD	TBD	TBD	TBD	TBD	0%
SCADA	TBD	TBD	TBD	TBD	TBD	TBD	TBD	0%
<b>Subtotal Additional Services</b>	<b>\$2,000</b>	<b>\$1,120</b>	<b>\$1,627</b>	<b>\$4,747</b>	<b>\$500</b>	<b>\$0</b>	<b>\$500</b>	<b>11%</b>
<b>Summary of Fees</b>								
Basic Services Fees	\$6,000	\$1,000	\$1,250	\$8,250	\$750	\$1,500	\$2,500	30%
Additional Services Fees	2,000	1,120	1,627	4,747	500	0	500	11%
<b>Total of Fees</b>	<b>\$8,000</b>	<b>\$2,120</b>	<b>\$2,877</b>	<b>\$12,997</b>	<b>\$1,250</b>	<b>\$1,500</b>	<b>\$3,000</b>	<b>23%</b>





SUPPLIER NUMBER  
TO BE ASSIGNED BY CITY  
PURCHASING DIVISION

# CITY OF CORPUS CHRISTI DISCLOSURE OF INTEREST

City of Corpus Christi Ordinance 17112, as amended, requires all persons or firms seeking to do business with the City to provide the following information. Every question must be answered. If the question is not applicable, answer with "NA". See reverse side for Filing Requirements, Certifications and definitions.

COMPANY NAME: Urban Engineering

P. O. BOX: \_\_\_\_\_

STREET ADDRESS: 2725 Swantner CITY: Corpus Christi ZIP: 78404

FIRM IS: 1. Corporation  2. Partnership  3. Sole Owner   
4. Association  5. Other

### DISCLOSURE QUESTIONS

If additional space is necessary, please use the reverse side of this page or attach separate sheet.

1. State the names of each "employee" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm."

Name	Department (if known)	Job Title	and	City
<u>NA</u>				
_____	_____	_____		_____
_____	_____	_____		_____

2. State the names of each "official" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm."

Name	Title
<u>NA</u>	
_____	_____
_____	_____

3. State the names of each "board member" of the City of Corpus Christi having an "ownership interest" constituting 3% or more of the ownership in the above named "firm."

Name	Committee	Board, Commission or
<u>NA</u>		
_____	_____	_____
_____	_____	_____

4. State the names of each employee or officer of a "consultant" for the City of Corpus Christi who worked on any matter related to the subject of this contract and has an "ownership interest" constituting 3% or more of the ownership in the above named "firm."

Name	Consultant
<u>NA</u>	
_____	_____
_____	_____

### FILING REQUIREMENTS

If a person who requests official action on a matter knows that the requested action will confer an economic benefit on any City official or employee that is distinguishable from the effect that the action will have on members of the public in general or a substantial segment thereof, you shall disclose that fact in a signed writing to the City official, employee or body that has been requested to act in the matter, unless the interest of the City official or employee in the matter is apparent. The disclosure shall also be made in a signed writing filed with the City Secretary.  
[Ethics Ordinance Section 2-349 (d)]

### CERTIFICATION

I certify that all information provided is true and correct as of the date of this statement, that I have not knowingly withheld disclosure of any information requested; and that supplemental statements will be promptly submitted to the City of Corpus Christi, Texas as changes occur.

Certifying Person: James L. Urban, P.E. Title: Principal  
(Type or Print)

Signature of Certifying  
Person:



Date: 1-4-2013

### DEFINITIONS

- a. "Board member." A member of any board, commission, or committee appointed by the City Council of the City of Corpus Christi, Texas.
- b. "Economic benefit". An action that is likely to affect an economic interest if it is likely to have an effect on that interest that is distinguishable from its effect on members of the public in general or a substantial segment thereof.
- c. "Employee." Any person employed by the City of Corpus Christi, Texas either on a full or part-time basis, but not as an independent contractor.
- d. "Firm." Any entity operated for economic gain, whether professional, industrial or commercial, and whether established to produce or deal with a product or service, including but not limited to, entities operated in the form of sole proprietorship, as self-employed person, partnership, corporation, joint stock company, joint venture, receivership or trust, and entities which for purposes of taxation are treated as non-profit organizations.
- e. "Official." The Mayor, members of the City Council, City Manager, Deputy City Manager, Assistant City Managers, Department and Division Heads, and Municipal Court Judges of the City of Corpus Christi, Texas.
- f. "Ownership Interest." Legal or equitable interest, whether actually or constructively held, in a firm, including when such interest is held through an agent, trust, estate, or holding entity. "Constructively held" refers to holdings or control established through voting trusts, proxies, or special terms of venture or partnership agreements."
- g. "Consultant." Any person or firm, such as engineers and architects, hired by the City of Corpus Christi for the purpose of professional consultation and recommendation.