

**CITY OF CORPUS CHRISTI  
CONTRACT FOR PROFESSIONAL SERVICES  
AMENDMENT NO. 2**

The City of Corpus Christi, Texas, a Texas home-rule municipal corporation ("City") and Urban Engineering ("Consultant"), agree to the following amendments to the Contract for Professional Services for Allison Wastewater Treatment Plant Lift Station and Plant Improvements (Project No. E10043):

Original Contract	December 16, 2014	Motion No. M2014-174	\$244,020
Amendment No. 1	January 4, 2016	Administrative Approval	\$49,600

In the Original Contract, Exhibit A, Section I. Scope of Services shall be amended as set forth in the attached Amendment No.2, Exhibit A.


In the Original Contract, Section III. Fees shall be amended based on the modified scope of services in the attached Amendment No. 2, Exhibit A for a fee not to exceed **\$618,902**, for a total restated fee not to exceed **\$912,522**.

All other terms and conditions of the December 16, 2014 Contract for Professional Services between the City and Consultant, and of any amendments to that contract, which are not specifically addressed herein shall remain in full force and effect.

CITY OF CORPUS CHRISTI

## URBAN ENGINEERING

Jeff H. Edmonds, P.E. Date  
Director of Engineering Services

  
James L. Urban, P.E.  
Principal  
2725 Swantner  
Corpus Christi, TX 78404  
(361) 854-3101 Office  
(361) 854-6001 Fax  
jim@urbaneng.com

**APPROVED AS TO LEGAL FORM**

Assistant City Attorney Date

**ATTEST**

City Secretary \_\_\_\_\_ Date \_\_\_\_\_

Accounting Unit 4254-064  
Account 550950  
Activity E10043-01-4254-EXP  
Account Category 50950  
Fund Name Wastewater 2015

**EXHIBIT A  
CITY OF CORPUS CHRISTI, TEXAS**

**ALLISON WASTEWATER TREATMENT PLANT LIFT STATION AND PLANT IMPROVEMENTS  
AMENDMENT NO. 2  
PROJECT NO. E10043**

**I. SCOPE OF SERVICES**

**A. BASIC SERVICES**

For the purpose of this contract, Preliminary Phase may include Schematic Design and Design Phase services may include Design Development as applicable to Architectural services.

1. **Preliminary Phase**. The Architect/Engineer-A/E (also referred to as Consultant) will:
  - a) Prepare PowerPoint presentation in City format for City Council Meeting.
  - b) Hold Project Kick-off Meeting. Prepare meeting agenda and distribute meeting meetings to attendees within five working days of the meeting.
  - c) Request available reports, record drawings, utility maps and other information provided by the City pertaining to the project area.
  - d) Coordinate with the City's Project Manager and identify operating departments potential project needs.
  - e) Prepare preliminary opinions of probable construction costs for the recommended improvements.
  - f) Prepare an Engineering Letter Report (20 – 25 page main-body text document with supporting appendices) that documents the analyses, approach, opinions of probable construction costs, or other applicable supporting documents required per City Plan Preparation Standards Contract Format (CPPSCF). Engineering Letter Report to include:
    1. Provide a concise presentation of pertinent factors, sketches, designs and parameters which will or may impact the design, including engineering design basis, preliminary layout sketches, identification of quality and quantity of materials of construction, and other factors required for a professional design.
    2. Include existing site photos.
    3. Provide opinion of probable construction costs.
    4. Provide anticipated index of drawings and specifications.
  - g) Submit one (1) copy in an approved electronic format, and one (1) paper copy of the Draft Engineering Letter Report.
  - h) Conduct Project review meeting with City staff to review and receive City comments on the Draft Engineering Letter Report as scheduled by City Project Manager.
  - i) Assimilate all City review comments of the **Draft Engineering Letter Report** and provide one (1) set of the **Final Engineering Letter Report** (ELR) (electronic and hard copies using City Standards as applicable) suitable for reproduction.

City staff will provide one set only of the following information (as applicable):

- a) Electronic index and database of City's record drawing and record information.
- b) Requested record drawings, record information in electronic format as available from City Engineering files.
- c) The preliminary budget, specifying the funds available for construction.
- d) A copy of existing studies and plans. (as available from City Engineering files).

- e) Field location of existing city utilities. (A/E to coordinate with City Operating Department)
- f) Applicable Master Plans and GIS mapping are available on the City's website.
- g) City Control survey Bench marks and coordinates.

The records provided for A/E's use under this contract are **proprietary, copyrighted, and authorized for use only by A/E, and only for the intended purpose of this project. Any unauthorized use or distribution of the records provided under this contract is strictly prohibited.**

2. **Design Phase.** Upon approval of the preliminary phase, designated by receiving authorization to proceed, the A/E will:
  - a) Prepare construction documents in City standard format for the work identified in the approved ELR. Construction plans to include improvements or modifications to the lift stations. Include standard City of Corpus Christi detail sheets as appropriate.
  - b) Prepare construction plans in compliance with CPPSCF using English units on 11"x 17".
  - c) Furnish one (1) set of the **interim plans** (60% submittal - electronic and hard copies using City Standards as applicable) to the City staff for review and approval purposes with estimates of probable construction costs. Identify distribution list for plans and bid documents to all affected franchise utilities.
    1. **Required** with the interim plans is a "Plan Executive Summary, project checklist & drawing checklist" which will identify and summarize the project by distinguishing key elements and opinion of probable project costs.
    2. **Attend 60%** submittal meeting with City Staff to assist staff in review of 60% submittal.
  - d) Hold Project 60% review meeting. Prepare meeting agenda and distribute meeting meetings to attendees within five working days of the meeting. Assimilate all review comments, as appropriate and, upon Notice to Proceed.
  - e) Provide one (1) set of the **pre-final plans and bid documents** (100% submittal - electronic and hard copy using City Standards as applicable) to the City staff for review and approval purposes with revised estimates of probable costs. Plan execution summary, project checklist and plan checklist.
  - f) Hold Project 100% review meeting. Prepare meeting agenda and distribute meeting meetings to attendees within five working days of the meeting. Assimilate all review comments, and incorporate any requirements into the plans and specifications, and advise City of responding and non-responding participants as appropriate and, upon Notice to Proceed.
  - g) Assimilate all final review comments Upon approval by the Executive Director of Public Works, provide one (1) set of the **final plans and contract documents** (electronic and full-size hard copy using City Standards as applicable) suitable for reproduction. Said bid documents henceforth become the shared intellectual property of the City of Corpus Christi and the Consultant. The City agrees that any modifications of the submitted final plans (for other uses by the City) will be evidenced on the plans and be signed and sealed by a professional engineer prior to re-use of modified plans.
  - h) Provide Quality Assurance/Quality Control (QA/QC) measures to ensure that all submittals of the interim, pre-final (if required), and final complete plans and complete bid documents with specifications accurately reflect the percent completion designated and do not necessitate an excessive amount of revision

and correction by City. Additional revisions or design submittals are required (and within the scope of Consultant's duties under this contract) if, in the opinion of the City Engineer or designee, Consultant has not adequately addressed City-provided review comments or provided submittals in accordance with City standards..

- i) Prepare and submit Monthly Status Reports to the Project Manager no later than the last Wednesday of each month with action items developed from monthly progress and review meetings. See Exhibit "A-2" for required form.

The City staff will:

- a) Designate an individual to have responsibility, authority, and control for coordinating activities for the construction contract awarded.
- b) Provide the budget for the Project specifying the funds available for the construction contract.
- c) Provide electronic copy the City's standard specifications, standard detail sheets, standard and special provisions, and forms for required bid documents.

3. **Bid Phase.** The A/E will:

- a) Prepare draft Authorization to Advertise (ATA).
- b) Participate in the pre-bid conference and provide a meeting agenda for critical construction activities and elements impacted the project.
- c) Assist the City in solicitation of bids by identification of prospective bidders, and review of bids by solicited interests.
- d) Review all pre-bid questions and submissions concerning the bid documents and prepare, in the City's format, for the Engineering Services' approval, any addenda or other revisions necessary to inform contractors of approved changes prior to bidding.
- e) Attend bid opening, analyze bids, evaluate, prepare bid tabulation, and make recommendation concerning award of the contract.
- f) In the event the lowest responsible bidder's bid exceeds the project budget as revised by the Engineering Services in accordance with the A/E's design phase estimate required above, the Engineer will, at its expense, confer with City staff and make such revisions to the bid documents as the City staff deems necessary to re-advertise that particular portion of the Project for bids.
- g) Prepare Agenda Memoranda and PowerPoint presentation in City format for City Council Meeting.

The City staff will:

- a) Arrange and pay for printing of all documents and addenda to be distributed to prospective bidders.
- b) Advertise the Project for bidding, maintain the list of prospective bidders, receive and process deposits for all bid documents, issue (with the assistance of the A/E) any addenda, prepare and supply bid tabulation forms, and conduct bid opening.
- c) Receive the Engineer's recommendation concerning bid evaluation and recommendation and prepare agenda materials for the City Council concerning bid awards.
- d) Prepare, review and provide copies of the contract for execution between the City and the contractor.

4. **Construction Administration Phase.** The A/E will perform contract administration to include the following:
- a) Participate in pre-construction meeting conference and provide a recommended agenda for critical construction activities and elements impacted the project.
  - b) Review, Contractor submittals and operating and maintenance manuals for conformance to contract documents.
  - c) Review and interpret field and laboratory tests.
  - d) Provide interpretations and clarifications of the contract documents for the contractor and authorize required changes, which do not affect the contractor's price and are not contrary to the general interest of the City under the contract.
  - e) Make regular visits to the site of the Project to confer with the City project inspector and contractor to observe the general progress and quality of work, and to determine, in general, if the work is being done in accordance with the contract documents. This will not be confused with the project representative observation or continuous monitoring of the progress of construction.
  - f) Prepare change orders as authorized by the City; provide interpretations and clarifications of the plans and specifications for the contractor and authorize minor changes which do not affect the contractor's price and are not contrary to the general interest of the City under the contract.
  - g) Review, evaluate and recommend for City consideration Contractor Value Engineering proposal.
  - h) Attend final inspection with City staff, provide punch list items to the City's Construction Engineers for contractor completion, and provide the City with a Certificate of Completion for the project upon successful completion of the project.
  - i) Review Contractor-provided construction "red-line" drawings. Prepare Project record drawings and provide a reproducible set and electronic file (AutoCAD r.14 or later) within two (2) months of final acceptance of the project. All drawings shall be CADD drawn using dwg format in AutoCAD, and graphics data will be in dxf format with each layer being provided in a separate file. Attribute data will be provided in ASCII format in tabular form. All electronic data will be compatible with the City GIS system.

The City staff will:

- a) Prepare applications/estimates for payments to contractor.
- b) Conduct the final acceptance inspection with the Engineer.

## **B. ADDITIONAL SERVICES**

This section defines the scope of additional services that may only be included as part of this contract if authorized by the Executive Director of Public Works. A/E may not begin work on any services under this section without specific written authorization by the Executive Director of Public Works. Fees for Additional Services are an allowance for potential services to be provided and will be **negotiated** by the Executive Director of Public Works as required. The A/E shall, with written authorization by the Executive Director of Public Works, perform the following:

1. **Topographic Survey\Field Investigation.** Provide field surveys and investigations, as required for design including the necessary control points, coordinates and elevations of points.

2. **Start-up Services.** Provide on-site services and verification for all start-up procedures during actual start-up of major Project components, systems, and related appurtenances and provide commissioning assistance for and acceptance of the electrical system.
3. **Warranty Phase.** Provide a maintenance guaranty inspection toward the end of the one-year period after acceptance of the Project. Note defects requiring contractor action to maintain, repair, fix, restore, patch, or replace improvement under the maintenance guaranty terms of the contract. Document the condition and prepare a report for the City staff of the locations and conditions requiring action, with its recommendation for the method or action to best correct defective conditions and submit to City Staff. Complete the inspection and prepare the report no later than sixty (60) days prior to the end of the maintenance guaranty period.
4. **Nitrogen/Process Preliminary Design.** Provide analysis for nitrogen removal as described in Exhibit A-1
5. **Surcharge Rate Analysis.** Provide rate analysis as described in Exhibit A-1
6. **Electrical and Instrumentation Standards and Documentation.** Provide additional engineering services for the various tasks as described in the Additional Services item of Exhibit A-1.
7. **Blower Economic Evaluation.** Provide an economic evaluation comparing multistage centrifugal blowers and high efficiency turbo blowers for use at the plant. Evaluate and prepare a 20 year life cycle cost comparing multistage centrifugal representative (existing configuration) to high efficiency turbo blower technology for the process upgrade alternatives developed to meet the current 12 mg/L and the anticipated future 3 mg/L limit for Ammonia Nitrogen. Provide evaluation findings in a technical memorandum.

Provide the services above authorized in addition to those items shown on Exhibit "A-1" Task List, which provides supplemental description to Exhibit "A". Note: The Exhibit "A-1" Task List does not supersede Exhibit "A".

## II. **SCHEDULE**

<b>Date</b>	<b>Activity</b>
February 2, 2018	Draft ELR Submittal
February 12, 2018	City Draft ELR Review
February 23, 2018	Draft Nitrogen Prel Submittal
March 12, 2018	City Draft Nitrogen Prel Review
March 16, 2018	Final ELR Submittal
March 30, 2018	Draft Surcharge Rate Analysis
March 30, 2018	Final Nitrogen Prel Submittal
May 4, 2018	60% Design Submittal
May 17, 2018	City Review
July 30, 2018	100% Design Submittal
August 13, 2018	City Review
August 27, 2018	Final Submittal
September 3, 2018	Advertise for Bids
September 18, 2018	Pre-Bid Conference
October 3, 2018	Receive Bids
October 30, 2018	Contract Award
November 29, 2018	Begin Construction
November 29, 2019	Complete Construction

### III. FEES

- A. Fee for Basic Services.** The City will pay the A/E a fixed fee for providing for all "Basic Services" authorized as per the table below. The fees for Basic Services will not exceed those identified and will be full and total compensation for all services outlined in Section I.A.1-4 above, and for all expenses incurred in performing these services. **The fee for this project is subject to the availability of funds. The Engineer may be directed to suspend work pending receipt and appropriation of funds.** For services provided, A/E will submit monthly statements for services rendered. The statement will be based upon A/E's estimate (and with City's concurrence) of the proportion of the total services actually completed at the time of billing. City will make prompt monthly payments in response to A/E's monthly statements.
- B. Fee for Additional Services.** For services authorized by the Executive Director of Public Works under Section I.B. "Additional Services," the City will pay the A/E a not-to-exceed fee as per the table below:

#### Summary of Fees

	Original Contract	Amendment No. 1	Amendment No. 2	TOTAL
<b>Fee for Basic Services</b>				
1. Preliminary Phase	\$35,000.00	\$7,500.00	\$60,540.00	\$103,040.00
2. Design Phase	150,000.00	32,100.00	265,540.00	447,640.00
3. Bid Phase	8,600.00	1,800.00	14,962.00	25,362.00
4. Construction Phase	38,300.00	8,200.00	68,158.00	114,658.00
<b>Subtotal Basic Services Fees</b>	<b>231,900.00</b>	<b>49,600.00</b>	<b>409,200.00</b>	<b>690,700.00</b>
<b>Fee for Additional Services (Allowance)</b>				
1. Permit Preparation (as applicable)	0.00	0.00	0.00	0.00
2. ROW Acquisition Survey	0.00	0.00	0.00	0.00
3. Topographic Survey\Field Investigation	0.00	0.00	18,400.00	18,400.00
4. Construction Observation Services	0.00	0.00	0.00	0.00
5. Start-up Services	8,000.00	0.00	7,900.00	15,900.00
6. Warranty Phase	4,120.00	0.00	3,200.00	7,320.00
7. Nitrification/Process Prel. Design	0.00	0.00	56,465.00	56,465.00
8. Surcharge Rate Analysis	0.00	0.00	76,130.00	76,130.00
9. Elect. & Instru. Standards & Doc	0.00	0.00	37,107.00	37,107.00
10. Blower Economic Evaluation	0.00	0.00	10,500.00	10,500.00
<b>Sub-Total Additional Services</b>	<b>12,120.00</b>	<b>0.00</b>	<b>209,702.00</b>	<b>221,822.00</b>
<b>Total Authorized Fee</b>	<b>\$244,020.00</b>	<b>\$49,600.00</b>	<b>\$618,902.00</b>	<b>\$912,522.00</b>
	Council Appvl 12/16/14	Admin Approval		

\*Additional Services which are requested to be authorized in coordination with the notice to proceed for Basic Services.

**EXHIBIT A-1**  
**CITY OF CORPUS CHRISTI, TEXAS**

**ALLISON WASTEWATER TREATMENT PLANT  
LIFT STATION AND PLANT IMPROVEMENTS  
AMENDMENT NO. 2  
PROJECT NO. E10043**

**TASK LIST**

1. Develop and submit a draft and then final Engineering Letter Report detailing the proposed improvements.
2. **Nitrification Process Preliminary Design:** See Exhibit "A-1" Attachment 'A' at the end of this section.
3. **Pollutant Surcharge Rate Analysis:** See Exhibit "A-1" Attachment 'B' at the end of this section.
4. Develop design plans, in combination with Project #E10043 (one set of plans and specifications for both projects) to the City's format and specification documents incorporating all issues with relevant solutions and identifying to the best of the Engineer's knowledge all potential conflicts and offer solutions.
5. Design the conversion of the existing dry pit/wet pit lift station to a submersible lift station, to include removing the existing building and modifying the existing wet well for submersible pump installation. Also includes cleaning out and provide repairs to the existing wet well, providing one spare pump (not installed), removal of existing motor control centers and providing new motor control centers in a climate control Electrical Control Room.
6. Design improvements to the West Aeration Basins to include replacement of valves, pivot gates, WAS airlift pump, scum trough, stairs and discharge weirs and to convert the basin from coarse bubble to fine bubble aeration.
7. Design improvements to the East Aeration Basins to include replacement of slide gates, WAS scum trough, stairs, discharge weirs and to convert the basin from coarse bubble to fine bubble aeration.
8. Design improvements to the two Final Clarifiers to include complete replacement of clarifier equipment, fiberglass weirs and RAS pump control panel and minor repairs to the metal troughs and access stairs and providing one spare drive as a backup.
9. Design improvements to the Clarifier Scum Pump Station to include replacement of corroded discharge pipes and pump bases.
10. Design improvements to the Automatic Backwash Filter to include replacement with the latest technology for filtering treated effluent.



11. Design improvements to the Chlorine Contact Chamber and Disinfection System to include new chamber drain system, replacement of chemical tanks and refurbishment of existing control panel shelters.
12. Design miscellaneous minor improvements to the Effluent Reuse Transfer Pump Station and control panels
13. Design improvements to the Aerobic Digester to include the draining and cleaning of the basins and refurbishment of the aeration system.
14. Design improvements to the Thickeners to include replacement of both drive units, repairs to piping and replacement of WAS flow meter.
15. Design improvements to the Belt Press Building to include refurbishment of the two existing belt presses, polymer system and building exterior and replacement of belt press wash water pumps.
16. Design improvements for the refurbishment of the Sludge Drying Beds
17. Design improvements for the refurbishment of the Blower Building structure and replacement of motor control centers.
18. Electrical design improvements to provide a new diesel-powered backup electrical generator for the new motor control centers in the new Plant Lift Station Electrical Control Room and a new diesel-powered backup electrical generator for the new motor control centers in the existing Blower Building.
19. Electrical design improvements for replacement of various failed components (such as run time meters) and to replace/refurbish the existing area lights and task lighting system.
20. Design miscellaneous improvements to include replacement or repairs of buried drain valves, installation of new flow meters, new maintenance building and site grading and sidewalk improvements.

## **Additional Services:**

The following is a description of tasks to be performed under Additional Service No. 9 (as listed in Exhibit A and in the Summary Of Fees).

### **9. Electrical and Instrumentation Standards and Documentation.**

- 1) **Wastewater Standard Electrical Details:** Provide engineering services to develop and provide standard electrical systems installation details and specifications specific for wastewater environments and hazardous environments.
- 2) **Power Distribution System Modeling:** Provide engineering services to coordinate with the Contractor's vendor the development of the electrical distribution system modeling at the plant using SKM software. The SKM software will be used to provide detailed modeling and analysis of the normal and standby power distribution system. and to develop relay settings, coordination curves, fault current calculations, load flow, and arc flash information for this project.
- 3) **Develop Functional Specification and Control Sequence:** Provide engineering services for soliciting from the Utilities Department and confirming the User Requirement Specifications (URS) to define the control system requirements. This includes determining and specifying all configuration parameters, set points, and alarm levels required for the system integrator to achieve correct and optimal operation of the generators at the pump station. Provide engineering services for developing the Detailed Functional Specification (DFS) of the control system. The DFS is based on the URS and is part of developing the Sequence of Operations (SOO). Provide engineering services for developing the SOO of the control system. The SOO is based on the DFS and is intended to assist the Wastewater Department in refining the control system strategy. Upon successful start-up and commissioning, update Detailed Functional Specification and Sequence of Operation, if required, and submit to Owner with Record Drawing documentation.
- 4) **Site Acceptance Testing and Documentation:** Provide engineering services required to develop a phased system acceptance plan, testing scenarios, acceptance checklists and sign-off documentation, installation and cutover sequence, and other quality control and acceptance documentation defined in the design phase.
- 5) **Closeout Documentation Services:** Provide engineering services required to provide standard as-built documentation, which will include one-lines, electrical plan drawings, network architecture, instrument location plans, detailed instrument loop sheets, instrument specification sheets.

**EXHIBIT A-1 ATTACHMENT A**  
**ALLISON WWTP NITRIFICATION PROCESS PRELIMINARY DESIGN**  
**FOR**  
**ALLISON WWTP PROCESS UPGRADE & REPLACEMENT**  
**Project No. E10045**

Due to loadings to the Allison WWTP from a meat packing plant and resulting issues with plant operations and meeting TCEQ ammonia nitrogen limits a analysis will be performed to develop alternatives for a solution to this issue. With technical assistance from the sub-consultant of Freese and Nichols (FNI) the analysis will be developed to identify alternatives to improve nitrification compliance at the plant. The project deliverable will be a technical memorandum to the City with alternatives and proposed solution.

**PROJECT BACKGROUND**

- A. The Allison Wastewater Treatment Plant (**AWWTP**) was designed in 1983 for an average daily design flow of 5 MGD with effluent parameters of BOD 20 mg/l and TSS 20 mg/l.
- B. The current TCEQ discharge permit limits are BOD 20 mg/l, TSS 20 mg/l and Ammonia Nitrogen ( $\text{NH}_3\text{-N}$ ) of 12 mg/l. AWWTP has two permitted effluent outfalls. The first is for the plant itself and has a current  $\text{NH}_3\text{-N}$  limit of 12 mg/l and the second is the demonstration project across the river with a current limit of 3 mg/l. There have been periodic  $\text{NH}_3\text{-N}$  permit excursions reported. The City no longer discharges to the second outfall because of the inability to comply with the  $\text{NH}_3\text{-N}$  limit.
- C. A meat packing plant located in Corpus Christi, is a significant industrial wastewater discharger in the AWWTP basin. It is believed that this facility, which appears to have limited pretreatment, is a major contributor to the loading at the AWWTP and the  $\text{NH}_3\text{-N}$  loading in particular. Flow/loading from the industry includes both meat processing wastes as well as chemicals for treating cowhides and for wash-down. All of this industry's waste discharge at a proximate lift station. The waste stream can be isolated and has daily composite testing results that should be available.

**STUDY ASSUMPTIONS:**

- A. Future flows to be used for the AWWTP basin are as projected in the 2015 City of Corpus Christi Wastewater Planning Report by Stantec.
- B. The City has an approved Industrial Pretreatment Program which will reviewed for a possible basis for mitigating the organic and  $\text{NH}_3\text{-N}$  loading to the AWWTP.
- C.  $\text{NH}_3\text{-N}$  concentration limit has the possibility to be lowered from 12 mg/l to 3 mg/l at some point in the future.

## PROJECT SCOPE

- A. Workshop and Meetings: Urban Engineering (UE) shall coordinate meetings with the City staff and UE and FNI shall both attend.
  - 1. Workshop with UE and City, to include AWWTP operations personnel, Wastewater Department leadership, and either separately or jointly with the meat processing facility representative and with City staff related to pretreatment alternatives.
  - 2. Meet with City to review Draft Nitrification Technical Memorandum.
  - 3. Meet with City to review Final Nitrification Technical Memorandum.
- B. Site Visits
  - 1. Schedule and conduct two site visits, one each to the AWWTP and the meat processing facility.
- C. Analysis
  - 1. Obtain and review past operations and testing data for the AWWTP and Clarkwood North Lift Station. City to provide data and FNI to analyze.
  - 2. Develop up to four alternatives for meeting current and future loadings and permit limits. It is anticipated that the alternatives will comprise combinations of options which may include:
    - a. Additional pretreatment at the industry
    - b. No additional pretreatment at the industry
    - c. Use of new basins to achieve nitrification
    - d. Use of existing basins with added media or membranes to achieve nitrification
  - 3. Alternative development may involve process computer modeling as deemed appropriate based on data review (a separate line item is provided and will only be invoiced if used).
  - 4. Alternatives will be submitted to City for review and approval.
  - 5. Develop conceptual design and budget level costs estimate of proposed solutions and provide in a draft Technical Memorandum.
  - 6. Meet with City staff to review and discuss the draft Technical Memorandum.
  - 7. Address comments and questions provided by the City staff and submit a final Technical Memorandum.

**EXHIBIT A-1 ATTACHMENT B**  
**ALLISON WWTP POLLUTANT SURCHARGE RATE ANALYSIS**  
**FOR**  
**ALLISON WWTP LIFT STATION AND PLANT IMPROVEMENTS**  
**Project No. E10043**

Due to loadings to the Allison WWTP (AWWTP) from a meat packing plant and resulting issues with plant operations and meeting TCEQ ammonia nitrogen limits a pollutant surcharge rate analysis will be performed to develop new surcharge rates for conventional pollutants (BOD, TSS and TKN). Technical assistance will be provided from sub-consultant Freese and Nichols (FNI). The project deliverable will be a technical memorandum to the City on the surcharge rate analysis.

**PROJECT SCOPE**

**A. Pollutant Surcharge Rate Analysis**

1. Obtain and review historical data required for the development of surcharge rates such as Industrial Users (IUs) permits and monitoring reports; Operation and Maintenance (O&M) costs of the A WWTP for the last five years; available insurance assessed value of assets or cost information of the construction of the AWWTP, including improvements; number of employees associated with the AWWTP and collection operation; sewer rates, etc. City to provide data.
2. Develop new surcharge rate evaluation criteria and methodology.
3. Calculate new surcharge rates for the following conventional pollutants: Biochemical Oxygen Demand (BOD), Total Suspended Solids (TSS), and Total Kjeldahl Nitrogen (TKN). TKN will be used instead of Ammonia-Nitrogen since it is a true measure of the actual Ammonia-Nitrogen in the influent to the plant. The new surcharge rates for the pollutants shall be representative of the actual cost of treatment incurred by the City at the AWWTP.
4. Determine a maximum allowable concentration for BOD, TSS, and TKN in discharges from IUs in order to protect the AWWTP from slug loads. Incorporate the maximum discharge concentration into the new surcharge rate calculation.
5. Prepare a technical memorandum on the surcharge rate analysis with the list of recommended parameters; a description of the surcharge evaluation criteria; surcharge rate methodology; development of new surcharge rates; and maximum allowable discharge concentration for the surcharge pollutants.
6. Address comments and questions provided by the City staff and submit a final Technical Memorandum.

**B. City Ordinance Update**

Assist with the update of "Chapter 55 - Utilities, Article XI. - Commercial and Industrial Waste Disposal and Pretreatment" of the City of Corpus Christi City Ordinance to incorporate the new surcharge rates and other changes related to its implementation.



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 Street **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	Job Title and City Department (if known)
N/A	

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
N/A	

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	Board, Commission or Committee
N/A	

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
N/A	

### 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-In-Charge  
(Type or Print)

**Signature of Certifying Person:**  **Date:** December 20, 2017

### 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.

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
2016-3845

Date Filed:  
01/19/2016

Date Acknowledged:

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Urban Engineering  
Corpus Christi , TX United States

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

City of Corpus Christi

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the goods or services to be provided under the contract.

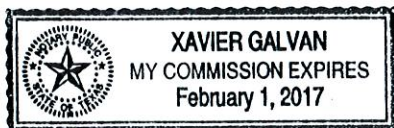
E10045  
Engineering services for design and construction administration of improvements to Allison WWTP.

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Urban Engineering	Corpus Christi , TX United States	X	

5 Check only if there is NO Interested Party. ☐

### 6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



*[Signature]*

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said James L. Urban, this the 19<sup>th</sup> day of January, 2015, to certify which, witness my hand and seal of office.

*[Signature]*  
Signature of officer administering oath

Xavier Galvan  
Printed name of officer administering oath

Notary Public for the State of Texas  
Title of officer administering oath