



ADDENDUM # 1

Date: October 9, 2019

Project Name: Windy Hill Road Improvements at Richmond Branch

To: Prospective Engineering and Grant Administrator Submitters

Subject: Pre submission Questions and Answers

This Addendum includes the Pre submission Meeting attendance sheet, questions and answers. Acknowledge receipt of this addendum via cover letter. Note that some of the answers have additional clarification from initial response at the meeting.

Background Information: This project is being developed by the City of Kyle in coordination with and direction of the General Land Office, (GLO). Preliminary project information can be found on the City's website. Request for qualification dates are: deadline for questions/clarification October 18, 2019, submittals due October 23, 2019 no later than 2 p.m., City Council Approval November 4, 2019.

QUESTIONS/CLARIFICATIONS:

- 1) Will the Grant Administrator handle the environmental and right of way acquisition process?**

Coordination will be needed between the engineering team and the grant administrator.

The administrator will be responsible for assuring the project is in compliance with the GLO environmental requirements for obtaining clearance for further project development and acquisition of property(ies). They will need to also perform the duties necessary for acquisition of the property(ies). Additional information on the possible duties of the grant administrator are shown in the request for qualifications.

- 2) What are the submittals for each phase? Is it per GLO process?**

Please see page at end of this document for the project Milestones and payment amount allowed per GLO Milestone. Because of the expedited timeline there will not be a 30% schematic, there could be a 60% schematic that would be equivalent to a 30% plans, specifications, & estimate submittal.

- 3) When does the project development time start for this project?**

The project development has begun, and construction is to be completed no later than November 15, 2021. If the intended CDBG-DR project is not completed within this timeframe, the identified beneficiaries will not be served, and the national objective will not be met.

- 4) Will an extension of the 2 year project development period be allowed?**

It is very unlikely an extension will be granted by the GLO to the City of Kyle.



5) Is the funding agreement between GLO and the City in place?

Yes, the agreement has been signed by both parties.

6) What will happen if the estimate is more than \$2.5 M?

The funding provided by the GLO is set. Any amount over the City's preliminary estimate will need to be brought forward to City Council for their approval/disapproval.

7) What are the services being requested by the City?

The City is seeking Engineering and Grant Administration services.

Engineering services may include, but not be limited to, preliminary engineering (survey, topo, geotechnical, utility coordination, drainage analysis, etc.), design, right of way mapping, bidding assistance, and construction assistance oversight.

Grant Administration may include, but not be limited to, site inspection and preparation of environmental documents, preparation of real estate documents required by GLO, real estate functions required for the acquisition of properties, financial reports required by GLO, review of contract documents for compliance with Federal Housing and Urban Development regulations with Federal contracts.

Further services clarification is discussed in the respective Request for Qualifications.

8) Has Public Involvement taken place?

No formal meetings have been conducted for this project. The project will need to adhere to the Public Involvement process the GLO requires for this type of project.

9) Has the City submitted comments to the GLO during the comment period?

The City is receiving funding for this project from the GLO's 2015 program and is not aware of a current open GLO Public comment period for the program funding being obtained.

10) What is the City's estimated budget for Right of Way?

Non-inclusive of documentation and services required for the acquisition of property, the City's preliminary estimate for property(ies) is \$31,000. This estimate amount does not include costs for possible 'eligible' utility adjustments that may be reimbursable.

11) Does the City's preliminary construction estimate of \$2.9 M include the Right of Way expenditures?

The estimated construction cost of \$2.9 M does not include the real interest property value/cost.

12) How was the property value established for the property estimated to be needed? The appraisal district values would not be applicable.



The right of way cost was estimated by City staff utilizing an appraisal for another parcel on a different project considered to be similar to this property. Following the legal process in place, an actual value would need to be determined based on fair market value.

13) Where is the City's wastewater crossing located?

The City's wastewater line crosses Windy Hill approximately 100 feet east of the Meadows of Kyle/Dacy property line. The approximate location of the line can be seen on Goforth's water utility sheet available on the City's website for this RFQ's request.

14) AT&Ts representative advised their lines were not located within the project limits.

Written Questions received through October 9, 2019, and responses.

1) Please expand on RFQ for Engineering services, requirements for submittal Item 3, Section C? Provide verifiable examples of at least two (2) similar projects completed in the last five (5) years by the principal and subconsultants.

At minimum, two additional similar projects developed by either the principal or subconsultant needs to be included in the proposal.

2) If two projects are required per consultant, would the City consider a page extension since project photos are also encouraged and take up some space.

No additional pages will be allowed, the maximum pages allowed by the City, 10 sheets front and back (20 sides) excluding resumes and cover letter/transmittal letter.

3) Are tabs or covers included in the page limit?

Tabs/Dividers are not included in the 10 page (20 side) submittals and are allowed. A cover/transmittal page is also allowed and not a part of the 10 page (20 side) submittal.

4) Are sidewalks to be considered on this project? If so, on one side or both sides?

Sidewalk needs to be considered for one side of the project.

5) Can the proposed culvert sizes for the Richmond Branch Crossing identified in the DRAFT Drainage Master Plan be provided? If so, did this sizing take into consideration Atlas 14 data?

The City of Kyle Drainage Master Plan has not been accepted by City Council, therefore the report is not available on the City's website. Please see the following preliminary analysis pages from the City of Kyle Drainage Master Plan relevant to the Windy Hill questions.

6) During the pre-submission meeting, The City stated that the Grant Administrator would be responsible for environmental clearance and ROW acquisition. The RFQ lists in Item 1 - General Requirements – environmental clearance documents. Does the team need to include staff to prepare environmental documents?



The RFQ general requirements states a firm qualified to design transportation improvements and prepare various engineering documents, which may include: ... Right of way documents; ... environmental clearance documents. Coordination between the two providers engineering and grant administrator will be necessary. The engineering firm is not required to include environmental staff. The grant administrator firm may request the engineering firm provide specific maps with descriptions of the proposed improvements to develop the documents required to obtain environmental clearance.

7) Follow up to question 6 - Paragraph 2 identifies – Right of Way acquisition. Does the team need to include ROW acquisition staff or just staff to prepare the necessary documents for acquisition?

The engineering firm will need to engage the services of a Registered Profession Licensed Surveyor to prepare the necessary legal instruments required for the acquisition of property. The grant administrator provider may also request the engineering firm provide specific maps with description of the proposed improvements to develop the documents required for appraisals, negotiations, communications required with other parties necessary for acquisition of the property(ies).

Sign In Sheet

Event: Windy Hill @ Richmond Branch Meeting

Date: October 7, 2019

#	Name	Entity	Phone Number	Email Address	PRESENT
1	Leon Barba, P.E.	City of Kyle	512 262 3958	cityengineer@cityofkyle.com	✓
2	Jo Ann Garcia, P. E.	City of Kyle	512 262 3949	jgarcia@cityofkyle.com	J&A
3	Susan Cerf	GLO	512 475 5022	Susan.Cerf.GLO@recovery.TEXAS.GOV	
4	Steven Widacki	M/S Engrg.	512 962 6383	swidacki@msengr.com	
5	Hassan Sidibeh	M/S Engr	512-962-6383	hsidibeh@msengr.com	
6	Allen Crozier	HDR	512.461.5458	allen.crozier@hdrinc.com	Yes
7	Ryan Whitnag	HDR	512.912.5100		
8	Zach Ryan	LJA	512-439-4700	zryan@lja.com	
9	Brian Long	LJA	512-439-4700	bryang@lja.com	
10	Kate Miller	WSP	(512) 593 1721	kmiller@wspeng.com	
11	Rob Clark	Vickroy	512.494.8041	rclark@vickroyinc.com	
12	Paula Brown	"	"	ceatraw@vickroyinc.com	
13	BRIAN LILLIBRIDGE	CITY OF KYLE	512-2623024	blillibridge@cityofkyle.com	
14	JAMES SASSIN	LNV	512 391 - 8333	JSASSIN@LNVINC.COM	-
15	Heather Ramon-Agala	Gessner Eng	2103054792	hra@gessnereng.com	
16	STANLEY FEES	CORP/EMPLOY	512-834-9798	stee@cobbferndles.com	-
17	Robbin Kersey	KSA	512-965- ³⁴¹³	RKersey@ksaeng.com	RK
18	Joshua Snaed	City of Kyle		jngwsh@cityofkyle.com	kw
19	Jeremy Coffey	AT&T	512-870-4595	jcoffey@att.com	
20	Alan Thompson	LNV	210822-2332	athompson@lnvinc.com	
21	Cony Peterson	TJKM	512-757-7660	cpeterson@tjkm.com	✓
22	Camie Wilson	M/S	214.769.2542	cwilson@msengr.com	✓
23	MIKE HAT	DOUCET	5126564565	mhat@doucetengineers.com	✓
24	Ali mozdbar	LJA	512 431-0627	amozdbar@LJA.com	
	Chad Wood	LJA	512 913 7001	cwood@LJA.com	

MILESTONES

Milestones	Not-To-Exceed Draw Percentages					
	Construction	Engineering	Grant Administration	Special Environmental	Environmental	Acquisition
Project Kick-Off Meeting and Start-up Package			15%			
Engineering Notice to Proceed		30%				
Environmental Notice to Proceed			30%			
100% Design Approved		60%				
Special Environmental Report Approved				100%		
Authority to Use Grant Funds			50%		100%	
Acquisition Start						100%
Bid Advertise		70%	60%			
Construction Notice to Proceed	85%	85%	85%			
As-Builts/COCC/FWCR	100%	100%	95%			
Closeout Packet Approved			100%			

5.0 EVALUATION OF ORDINANCES AND DRAINAGE CRITERIA



This section expands on several key findings to provide guidance for future actions that will help improve stormwater management in Kyle. By necessity, stormwater management will always be an ongoing activity at the City and the recommendations made in this report will provide direction as the City continues to grow. The following sections summarize Halff's recommended changes, additions, and/or clarifications to the existing drainage criteria and/or

the City's Code of ordinances. The following sections address the evaluation of the following:

- Design Criteria Manual
- Stream buffers
- Detention pond criteria improvement
- Drainage checklist for development review process
- Specific design criteria modifications, as well as policy updates aimed at minimizing adverse impacts
- Opportunity to assist City staff in developing a policy and process
- New NOAA Atlas 14, Volume II Precipitation-Frequency Atlas

5.1 NOAA Atlas 14 Considerations

A new NOAA Atlas 14, Volume II Precipitation-Frequency Atlas of the United States, Texas was released September 27, 2018, during the preparation of this Drainage Master Plan report. The new rainfall data includes additional twenty years of rainfall data up to 2017 and indicates increases in the 100-year rainfall compared to the USGS Water Resources Investigations Report 98-4044 (USGS 1998) that is currently used in the recent GBRA watershed studies. In Kyle for example, on average the 100-year, 24-hour rainfall amounts increase from 10.4 inches to 13.2 inches, an increase of approximately 2.8 inches. Rainfall values previously classified as the 500-year, 24-hour storm event are



City of Kyle Drainage Master Plan

Project Summary Information 11/06/2018

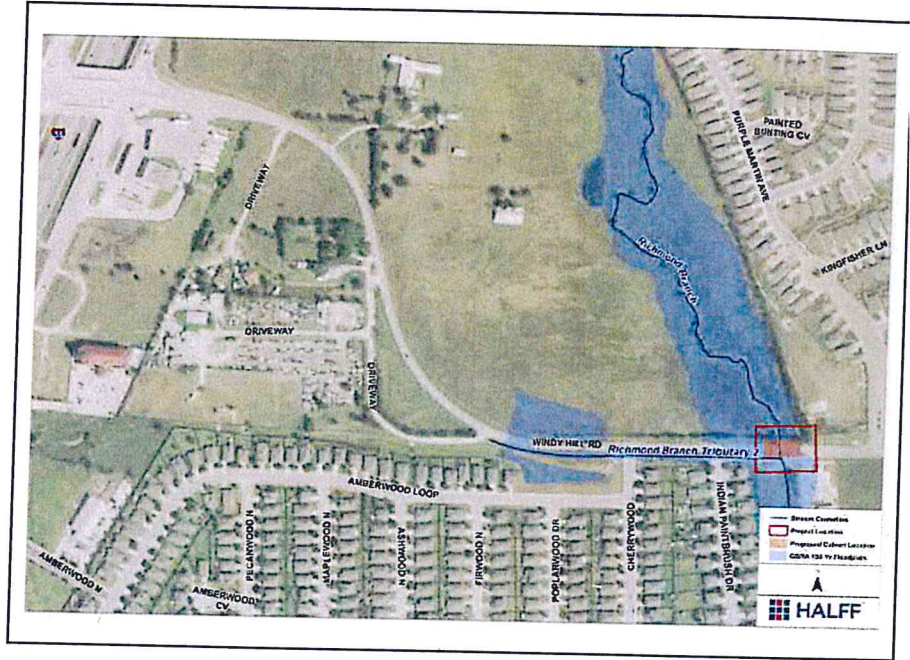
Project ID: RIC-01 Status: Conceptual
 Project Name: Windy Hill LWC Project Type: Culvert Improvement

Fiscal Year Plan							
Prior Years	2018-2019	2019-2020	2020-2021	2021-2022	2022-2023	Future	Total
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 595,600	\$ -

Problem Description:

Low water crossing on Windy Hill Rd. The existing conditions indicate there are 2 - 7 ft. x 3 ft. box culverts under the roadway. The roadway crossing is overtopped by 0.5 ft. beginning with the 2-yr storm.

Location



Proposed Improvements:

Replace existing culverts with 5 - 10 ft. x 6 ft. box culverts to pass the 25-yr event. The 100-yr event will need a 60 ft. span bridge and raise the road 2 ft.

O & M Impact:

O & M will require regular maintenance to include mowing and periodic silt removal.

Notes:

Proposed project cost based on the 25-yr storm event.

Weight	Ranking Criteria	Score
7	Road Flooding & Mobility	7.0
5	Emergency Access 25 Year Storm	5.0
9	Number of Structures	3.0
6	Level of Drainage Service	4.0
3	Mitigation Requirements	2.0
5	Project Cost	5.0
10	Funding Source	6.7
5	Degree of Development Impact	5.0
5	Economic Impact	5.0
10	Water Quality Significance	6.7
10	Impact to Environmental Features	10.0
5	Ease of Permitting	5.0
3	Time for Implementation	2.0
3	Dependency on Other Projects	1.0
4	Land and Easement Acquisition	1.3
5	Element of Comprehensive Plan	5.0
5	Beneficial Neighborhood Impacts To	5.0
Total Weighted Point Score:		78.7