

CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

Vicki McKenzie, Mayor Pro Tem
Position 3 At-Large
Bert Lyle, Position 1 At-Large
Karen Denman, Position 2 At-Large
Pat Graham, Position 4 At-Large



Tore Fossum, Ward 1
Casey Cox, Ward 2
Anissa Antwine, Ward 3
Jon Strong, Ward 4

HUNTSVILLE CITY COUNCIL AGENDA

TUESDAY, NOVEMBER 19, 2024

WORKSHOP 5:00 P.M. - Main Conference Room
REGULAR SESSION 6:00 P.M. - Main Conference Room

City of Huntsville Service Center Complex, 448 Highway 75 N, Huntsville, Texas, 77320

Persons with disabilities who plan to attend this meeting and may need auxiliary aids or services are requested to contact the City Secretary's office (936.291.5413) two working days prior to the meeting for appropriate arrangements.

WORKSHOP (5:00 p.m.)

DISCUSSION

- a. Reception to recognize newly elected Councilmembers.

MAIN SESSION (6:00 p.m.)

CALL TO ORDER

INVOCATION AND PLEDGES - *U.S. Flag and Texas Flag: Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.*

ELECTION MATTERS

- a. Administer the Oaths of Office and Statements of Officer to the duly elected four (4) At-Large Positions for City Council by Municipal Court Judge John Gaines.
- b. Consider electing a Mayor Pro Tem.

1. CONSENT AGENDA

The presiding officer will call for public comments before action is taken on these items. *(Approval of Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendations. An item may be removed from the Consent Agenda and added to the Statutory Agenda for full discussion by request of a member of Council.)*

- a. Consider approving the Minutes from the October 15, 2024, Regular City Council Meeting.
Kristy Doll, City Secretary
- b. Consider adoption of Ordinance 2024-31 to amend the budget for FY 24-25 and/or CIP Project Budgets.
Steve Ritter, Finance Director
- c. Consider adoption of Ordinance 2024-32 to amend the budget for FY 23-24 and/or CIP Project Budgets.
Steve Ritter, Finance Director

- d. Consider Resolution 2024-24 ratifying the acceptance of an award of funding from the FY24/25 Solid Waste Implementation Grant program through the H-GAC.
Ashley Brown, Grants Manager
- e. Consider approving Resolution 2024-26 to authorize City staff as “Authorized Representatives” for the City’s TexPool accounts.
Steve Ritter, Finance Director
- f. Consider authorizing the City Manager to award the Change Order to the construction contract for the 12” Water Line on the IH-45 Segment 2A Utility Relocation Project in Huntsville, Texas.
Kathlie Jeng-Bulloch, City Engineer
- g. Consider authorizing the City Manager to approve the purchase of Priority Pollutants Biannual Testing to A&B Labs for \$57,798.00 for a two (2) year term contract.
Brent Sherrod, Public Works Director
- h. Consider authorizing the City Manager to enter into a contract to replace the Brook Hollow Lift Station Generator.
Brent Sherrod, Public Works Director
- i. Consider authorizing the City Manager to approve additional services with Walter P. Moore and Associates, Inc. for professional engineering services for the FY 23-24 CIP Waterline Replacement Project # 24-10-08.
Kathlie Jeng-Bulloch, City Engineer
- j. Consider authorizing the City Manager to approve Additional Services with Freese and Nichols, Inc. (FNI) for professional engineering services for the FY22-23, and FY23-24 CIP Condition and Capacity Assessment of the Water Masterplan and Wastewater Masterplan & Model Updates.
Kathlie Jeng-Bulloch, City Engineer

2. STATUTORY AGENDA

- a. **First Reading** - Consider adoption of Ordinance 2024-29, amending Chapter 46 Utilities, Article II, Waters and Sewers, Division 4 Water, of the Code of Ordinances of the City of Huntsville and adopting rules and regulations for the maintenance and operation of the City of Huntsville system.
Lance Hall, Assistant Finance Director
- b. **First Reading** - Consider authorizing the City Manager to enter into an agreement with Lockwood, Andrews & Newnam, Inc. for Phase II professional engineering services for the FY 20-21 N.B. Davidson Wastewater Treatment Plant Improvement Project.
Kathlie Jeng-Bulloch, City Engineer
- c. **First Reading** - Consider authorizing the City Manager to award the contract and to purchase a Sutphen 100' Mid Mount Platform in the amount of \$2,104,685.10 to include all fees.
Greg Mathis, Fire Chief

3. CITY COUNCIL/MAYOR/CITY MANAGER

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

5. ITEMS OF COMMUNITY INTEREST

6. EXECUTIVE SESSION

- a. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager.
Russell Humphrey, Mayor

- b. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Interim City Manager. Russell Humphrey, Mayor

7. RECONVENE

Take action on item discussed in executive session, if needed.

ADJOURNMENT

*If during the course of the meeting and discussion of any items covered by this notice, City Council determines that a Closed or Executive session of the Council is required, then such closed meeting will be held as authorized by Texas Government Code, Chapter 551, Section 551.071 – consultation with counsel on legal matters; 551.072 – deliberation regarding purchase, exchange, lease or value of real property; 551.073 – deliberation regarding a prospective gift; 551.074 – personnel matters regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; 551.076 – implementation of security personnel or devices; 551.087 – deliberation regarding economic development negotiation; Sec. 551.089 - deliberation regarding security devices or security audits; and/or other matters as authorized under the Texas Government Code. If a Closed or Executive session is held in accordance with the Texas Government Code as set out above, the City Council will reconvene in Open Session to take action, if necessary, on the items addressed during Executive Session.

CERTIFICATE

I, Kristy Doll, City Secretary, do hereby certify that the above notice was posted on the City Hall bulletin board, a place convenient and readily accessible to the general public at all times, and to the City's website, www.HuntsvilleTX.gov, in compliance with Chapter 551, Texas Government Code.

DATE OF POSTING: November 14, 2024

TIME OF POSTING: 4:30 p.m.

TAKEN DOWN:

Kristy Doll

Kristy Doll, City Secretary



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: a.

Agenda Item: Reception to recognize newly elected Councilmembers.

Initiating Department/Presenter: City Council

Presenter:

Recommended Motion: Not Applicable

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: a.

Agenda Item: Administer the Oaths of Office and Statements of Officer to the duly elected four (4) At-Large Positions for City Council by Municipal Court Judge John Gaines.

Initiating Department/Presenter: City Council

Presenter:

Recommended Motion: N/A

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Leonard Schneider

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.a.

Agenda Item: Consider approving the Minutes from the October 15, 2024, Regular City Council Meeting.

Initiating Department/Presenter: City Secretary

Presenter:

Kristy Doll, City Secretary

Recommended Motion: Motion to approve the Minutes from the October 15, 2024, Regular City Council Meeting.

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Kristy Doll

Associated Information:

1. City Council Meeting Minutes 10-15-2024

HUNTSVILLE CITY COUNCIL MINUTES REGULAR MEETING HELD ON THE 15th DAY OF OCTOBER 2024 AT 6:00 P.M. AT THE CITY OF HUNTSVILLE SERVICE CENTER COMPLEX, LOCATED AT 448 HIGHWAY 75, IN THE CITY OF HUNTSVILLE, WALKER COUNTY, TEXAS.

The City Council met in regular session with the following:

COUNCILMEMBERS PRESENT: Mayor Humphrey, Mayor Pro Tem McKenzie, Councilmember At-Large Position 1 Lyle, Councilmember Ward 1 Fossum, Councilmember At-Large Position 2 Denman, Councilmember Ward 2 Cox, Councilmember Ward 3 Antwine, Councilmember At-Large Position 4 Graham, Councilmember Ward 4 Strong

COUNCILMEMBERS ABSENT:

OFFICERS PRESENT: Sam Masiel, Assistant City Manager; Kristy Doll, City Secretary; Leonard Schneider, City Attorney

OFFICERS ABSENT:

MAIN SESSION CALL TO ORDER

Mayor Humphrey called the meeting to order at 6:00 p.m.

INVOCATION AND PLEDGES - *U.S. Flag and Texas Flag: Honor the Texas Flag. I pledge allegiance to thee, Texas, one state, under God, one, and indivisible.*

Councilmember Lyle gave the invocation and Councilmember Strong led the pledges.

PROCLAMATION

- a. Proclamation No. 2024-25 Municipal Court Appreciation Week**

PUBLIC HEARING

- a. Hold a Public Hearing for the Reserves of Huntsville Public Improvement District for the purpose of receiving public comments concerning the Preliminary Service and Assessment Plan, with such changes and amendments as the City Council deems necessary, and the Proposed Assessment Rolls with such amendments to the assessments on any parcel as the City Council deems necessary as the final Service and Assessment Plan and Assessment Rolls of the District, respectively.
Kevin Byal, Director of Development Services**

Mayor Humphrey opened the Public Hearing at 6:05 p.m.

The Applicant, Mr. Jackson and Mr. Garza, gave comments.

Mayor Humphrey called for citizen comments, there were no comments in support of or opposition of the Agenda Item from the public.

Mayor Humphrey closed the Public Hearing at 6:08 p.m.

1. CONSENT AGENDA

The presiding officer will call for public comments before action is taken on these items. (*Approval of Consent Agenda authorizes the City Manager to implement each item in accordance with staff recommendations. An item may be removed from the Consent Agenda and added to the Statutory Agenda for full discussion by request of a member of Council.*)

- a. **Consider approving the Minutes from the October 1, 2024, Regular City Council Meeting.**
Kristy Doll, City Secretary
- b. **Consider approving the Minutes from the October 7, 2024, Special City Council Meeting.**
Kristy Doll, City Secretary.
- c. **Consider the approval of a City uniform rental and cleaning services for a term October 16, 2024 - May 31, 2028 and renew from June 1, 2028 - May 31, 2033.**
Lance Hall, Assistant Finance Director
- d. **Consider approval of the annual purchase of PCs due for replacement as per the FY 24/25 computer replacement schedule.**
Bill Wavra, IT Director
- e. **Consider authorizing the City Manager to award the purchase of Litter Control Contract Services, to Wayne Pool LLC in the amount of \$74,834.42 for a two (2) year term contract.**
Brent Sherrod, Public Works Director
- f. **Consider the ground lease first extension at the Bruce Brothers Huntsville Regional Airport and authorize the City Manager to enter into this extension with Prairie Flower Air Asset Company, LLC.**
Layne Yeager, City Planner/Airport Manager

Consent Agenda Item 1.f. was moved from the Consent Agenda to the Statutory Agenda for discussion.

- g. **Consider adopting Resolution 2024-23 to adopt a policy prohibiting usage of certain social media applications on city-owned, leased, or rented devices with the intent of following Texas Government Code Chapter 620.**
Kristy Doll, City Secretary

Councilmember Vicki McKenzie made a motion to approve Consent Agenda items a through g, except item f. The motion was seconded by Councilmember Tore Fossum. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

2. STATUTORY AGENDA

- 1.f. Consider the ground lease first extension at the Bruce Brothers Huntsville Regional Airport and authorize the City Manager to enter into this extension with Prairie Flower Air Asset Company, LLC.**
Layne Yeager, City Planner/Airport Manager

Councilmember Vicki McKenzie made a motion to approve the ground lease first extension at the Bruce Brothers Huntsville Regional Airport and authorize the City Manager to enter into this extension with Prairie Flower Air Asset Company, LLC. The motion was seconded by Councilmember Anissa Antwine. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- a. **Second Reading - Consider Ordinance 2024-27, levying special assessments for, and apportioning the costs of, certain improvements to property in and for the Reserves of Huntsville Public Improvement District; fixing a charge and lien against all properties within the district, and the owners thereof; providing for the manner and method of collection of such assessments; making a finding of special benefit to property in the district and the real and true owners thereof; approving**

a service and assessment plan; providing a severability clause; and providing an effective date.

Kevin Byal, Director of Development Services

Councilmember Vicki McKenzie made a motion to approve Ordinance 2024-27, levying special assessments for, and apportioning the costs of, certain improvements to property in and for the Reserves of. Huntsville Public Improvement District; fixing a charge and lien against all properties within the district, and the owners thereof; providing for the manner and method of collection of such assessments; making a finding of special benefit to property in the district and the real and true owners thereof; approving a service and assessment plan; providing a severability clause; and providing an effective date. The motion was seconded by Councilmember Anissa Antwine. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- b. Consider adopting Ordinance 2024-28 an Ordinance authorizing the issuance of the "City of Huntsville, Texas Special Assessment Revenue Bonds, Series 2024 (The Reserves of Huntsville Public Improvement District project)"; approving and authorizing an indenture of trust, a bond purchase agreement, an offering memorandum, a continuing disclosure agreement, a landowner agreement and other agreements and documents in connection therewith; making findings with respect to the issuance of such bonds; and providing an effective date.**

Steve Ritter, Finance Director

Councilmember Jon Strong made a motion to adopt Ordinance 2024-28, an Ordinance authorizing the issuance of the "City of Huntsville, Texas Special Assessment Revenue Bonds, Series 2024 (The Reserves of Huntsville Public Improvement District project)"; approving and authorizing an indenture of trust, a bond purchase agreement, an offering memorandum, a continuing disclosure agreement, a landowner agreement and other agreements and documents in connection therewith; making findings with respect to the issuance of such bonds; and providing an effective date. The motion was seconded by Councilmember Tore Fossum. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

3. CITY COUNCIL/MAYOR/CITY MANAGER

- a. Consider directing staff to review and propose an amendment/change to Sec. 46-105(a) of the City ordinances.**

Casey Cox, Councilmember Ward 2

Jon Strong, Councilmember Ward 4

Vicki McKenzie, Councilmember At-Large Position 3

Councilmember Vicki McKenzie made a motion to direct staff to review and propose an amendment/change to Sec. 46-105(a) of the City ordinances related to the number of times in a 12 month period a customer may be given an adjustment to their utility bill related to excessive usage due to unusual circumstances; changing the Ordinance/code to allow 2 adjustments in a 12 month period. The motion was seconded by Councilmember Pat Graham. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

- b. Consider a FBO lease at the Bruce Brothers Huntsville Regional Airport and authorize the City Manager to enter into a FBO lease agreement for said airport property pending finalization of the metes and bounds of the identified hangers and terminal building.**

Layne Yeager, City Planner/Airport Manager

Councilmember Jon Strong made a motion to approve the FBO lease at the Bruce Brothers Huntsville Regional Airport and authorize the City Manager to enter into a FBO lease agreement for said airport property pending finalization of the metes and bounds of the existing footprints of the identified hangars, maintenance

shop and terminal building with the exception of letter i in Article 9 on page 345 of the Agenda Packet that says, install a pilot's shower facility that has 24-hour access. The motion was seconded by Councilmember Pat Graham. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

4. MEDIA INQUIRIES RELATED TO MATTERS ON THE AGENDA

None

5. ITEMS OF COMMUNITY INTEREST

Councilmembers announced Items of Community Interest.

6. EXECUTIVE SESSION

- a. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.071 to receive legal advice on the request to authorize the release of +/- 2,071 acres, made up of 18 different parcels, as requested by Voyager Group, LTD and Kelvin & Deann Steely revocable trust, from the City of Huntsville Extra Territorial Jurisdiction (ETJ).
Kevin Byal, Director of Development Services**
- b. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Attorney.
Leonard Schneider, City Attorney**
- c. City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Interim City Manager Russell Humphrey, Mayor**

City Council convened into Executive Session at 6:46 p.m.

7. RECONVENE

City Council reconvened from Executive Session at 8:10 p.m.

Councilmember Karen Denman made a motion to retain the law offices of Leonard Schneider PLLC as City Attorney effective December 1, 2024, and move to release Liles Parker PLLC law firm effective December 1st, 2024. The motion was seconded by Tore Fossum. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

Councilmember Karen Denman made a motion to appoint Sam Maisel as Interim City Manager effective immediately. The motion was seconded by Pat Graham. The motion passed 9 - 0. Yes: Russell Humphrey, Karen Denman, Vicki McKenzie, Jon Strong, Pat Graham, Bert Lyle, Anissa Antwine, Tore Fossum, Casey Cox; No: None

ADJOURNMENT

Mayor Humphrey adjourned the meeting without objection at 8:11 p.m.

ATTEST:

CITY OF HUNTSVILLE

Kristy Doll, City Secretary

Russell Humphrey, Mayor



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.b.

Agenda Item: Consider adoption of Ordinance 2024-31 to amend the budget for FY 24-25 and/or CIP Project Budgets.

Initiating Department/Presenter: Finance

Presenter:

Steve Ritter, Finance Director

Recommended Motion: Move to adopt Ordinance 2024-31 to amend the budget for FY 24-25 and/or CIP Project budgets.

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage and transportation services.

Discussion: Detailed explanation for the Budget Amendments is provided in the attachment, Exhibit A, to the Ordinance. The Budget Amendments were discussed with the Finance Committee at their November 5, 2024 meeting.

Previous Council Action: No previous Council action for these budget amendments

Financial Implications: See the attached Ordinance 2024-31 and related Budget Amendment (Exhibit A).

Approvals:

Steve Ritter

Sam Masiel

Kristy Doll

Associated Information:

1. FY 25 ORDINANCE 2024-31 to amend budget 11.19.2024
2. Exhibit A - Budget Amendments including fire truck - Ord 2024-31

ORDINANCE NO. 2024-31

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE 2024-2025 ANNUAL BUDGET AND CAPITAL IMPROVEMENTS PROJECTS (CIP) BUDGETS, ORDINANCE NO. 2024-24 TO AMEND ADOPTED EXPENDITURES OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the 2024-2025 Annual Budget and CIP Budgets were adopted by Ordinance 2024-24 on September 17, 2024;

WHEREAS, various unforeseen circumstances affecting the City have presented themselves during the course of the fiscal year;

WHEREAS, the City Council considered the circumstances independently, deliberating appropriately the associated revenues and expenditures and the overall impact on the general financial status of the City;

WHEREAS, pursuant to the laws of the State of Texas and the City Charter of the City of Huntsville, Texas, the City Council has determined that it will be beneficial and advantageous to the citizens of the City of Huntsville to amend the annual budget for fiscal year 2024 – 2025 and the Capital Improvements Projects (CIP) budget as set forth herein; and

WHEREAS, this ordinance combines the independent Council actions into one budget amendment document;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, that:

Section 1. The findings set forth above are incorporated into the body of this ordinance.

Section 2. The annual budget for fiscal year 2024 – 2025 is hereby amended to include the expenditures and revenues in Exhibit “A” and the Capital Improvements Projects budget is hereby amended to include the expenditures described in Exhibit “A” attached hereto and made a part of this ordinance as if set out verbatim herein.

Section 3. All ordinances of the City in conflict with the provisions of this ordinance are hereby repealed, and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 4. Should any section, portion, sentence, clause or phrase of this ordinance be declared unconstitutional or invalid for any reason, it shall not invalidate or impair the force or effect of any other section or portion of this ordinance.

Section 5. The necessity for amending the budget for the fiscal year 2024 – 2025 and Capital Improvements Projects, as required by the laws of the State of Texas, requires that this ordinance shall take effect immediately from and after its passage, as the law in such cases provides.

Section 6. This ordinance shall take effect immediately after its passage.

PASSED AND APPROVED on this 19th day of November 2024.

THE CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

APPROVED AS TO FORM:

ATTEST:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

Budget Amendments FY 24-25

City Council - November 19, 2024

Ordinance 2024-31

Exhibit A

pg. 1 of 3

Increase: Solid Waste - Grant Revenue	\$ 24,700
Increase: Solid Waste - Recycling -Purchase Services and Contracts	\$ 24,700

Explanation:	Solid Waste was awarded a grant from H-GAC in the amount of \$24,700 to hold a collection event for the City residents to collect household hazardous waste.
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Increase: General Fund -Numerus Divisions	\$ 1,299,562
Decrease: General Fund -Unallocated Reserve	\$ 1,299,562

Increase: Utility Fund -numerus Divisions	\$ 265,032
Decrease: Utility Fund -Unallocated Reserve	\$ 265,032

Increase: Solid Waste Fund- Public Works	\$ 58,140
Decrease: Solid Waste Fund -Unallocated Reserve	\$ 58,140

Increase: Arts &Visitor Center -SRF	\$ 22,100
Decrease: Arts & Visitios Center SRF-Fund Balance	\$ 22,100

Increase: Capital Equipment Fund -	\$ 923,313
Decrease: Capital Equipment Fund-Fund Balance	\$ 923,313

Increase: Computer Equipment Fund -	\$ 24,316
Decrease: Computer Equipment Fund-Fund Balance	\$ 24,316

Explanation:	Supply chain issues and shortages of all kinds of inventories in general have impacted the City being able to complete purchases of all kinds of goods and services. Due to these issues that the City has no control over there are various purchases of goods and services in FY 23-24 that could not be completed. The following purchases listed which were budgeted for in FY 23-24 are being requested to be "rolled" to the FY 24-25 Budget. The "source" of funds for these "rolled" purchases is Unallocated Reserves/Fund Balances of the applicable Funds. In that the purchases were budgeted for in FY 23-24 but were not able to be fully completed this will have generated Unallocated Reserves/Fund Balance.
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Increase: Utility Fund-Disaster Materials/Supplies	\$ 235,000
Increase: Utility Fund - Grant Revenues	\$ 235,000

Explanation:	The City experienced damage to our infrastructure due to storm events that occurred in April and May of 2024. Some of the repair damages to the infrastructure that occurred did not completed in FY 2024. That said, FEMA will reimburse the City for 75% of the damages directly related to storm damage. This amount was not budgeted during the 2024-2025 budget process.
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Exhibit A

pg. 2 of 3

Increase: WasteWater Collection -Purchased Services/Contract	\$	210,000
Decrease Utility Fund - Unallocated Reserves	\$	210,000

Explanation:	This sewer line project will extend from the Corner of Normal Park (near Peach Tree Street) to Mize Street, then to the end of Paul Knox Road. We will be pipe bursting approximately 719' of 8" sewer line upsizing it to 12" . We will also have a 36' section of 10" that will also be upsized to 12". We will be replacing two brick manholes and one fiberglass manhole with concrete manholes lined with an epoxy or polymeric coating. This will increase the downstream capacity for the Peach Tree area as well as the line that connects to Roadhouse. The Utility Fund's unallocated reserves on September 30, 2024, total approximately \$9.2 million, while the required minimum balance for the Utility Fund is \$8,539,000. The Utility Fund's Unallocated Reserves balance after this proposed use (if approved) will be approximately \$491,00 over the 25% required reserve balance of \$8,539,000. A budget amendment is needed for FY 24-25 to make the purchase
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Increase: Utility Fund-Disaster Materials/Supplies	\$	100,000
Increase: Utility Fund - Grant Revenues	\$	75,000
Decrease Utility Fund - Future Appropriations	\$	25,000

Explanation:	The Contract with Stuart Consulting was approved on September 3rd, to assist with DR-4781 FEMA Public Assistance Coordination and Grant Management. The amount approved was a not to exceed amount of \$100,000. These expenditures may reimbursable by FEMA. This amount was not budgeted during the 2024-2025 budget process.
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Exhibit A

pg. 3 of 3

Increase: Equipment Replacement Fund - Vehicle Purchases	\$	2,104,686
Decrease Equipment Replacement Fund - Fund Balance	\$	2,104,686

Explanation:	During the process for the FY 24-25 Budget the Fire Department submitted a Decision Package requesting the purchase of a “100 foot midmount platform ladder truck” to replace the current 2004 Ferrara ladder truck. It was decided not to attempt to include the decision package request in the 24-25 budget but instead discuss the possibility of the purchase along with possible funding sources with the Finance Committee at a later date. After site visits with a couple of vendors and receiving cost quotes from 4 vendors/manufacturers the Fire Department is proposing the purchase of a Sutphen 100' Mid-Mount Platform Ladder Truck. The delivery time for the ladder truck is estimated to be 3 years from the date a purchase agreement is entered into (because the estimated delivery date is probably 3 years from the date a contract is entered into this budgeted amount will need to be rolled into future fiscal year budgets until the year the asset is delivered). The Equipment Replacement Fund (used for purchasing work trucks for various departments, police vehicles, solid waste trucks, etc.) has a Fund Balance of over \$7.0M as of the end of FY 2024. The Fund has earned roughly \$800,000 in interest revenue over the last 15 years and sales of City used vehicles and equipment have amounted to about \$1,700,000 in the last 15 years. Also, the cost of replacing various vehicles and equipment has been less than anticipated and amounts paid from operating Funds over the years creating extra Fund Balance. Use of Equipment Replacement Fund monies for a purchase of a vehicle or piece of equipment not included in the Fund (fire trucks are not on the City's replacement schedule) requires Council approval. Use of the roughly \$2.1M, if approved, will still leave the Fund with a healthy Fund Balance of roughly \$4.5M - \$4.9M and annual "lease payment" revenue from the operational Funds along with any Fund Balance necessary will cover estimated replacement costs for the long-term future.
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CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.c.

Agenda Item: Consider adoption of Ordinance 2024-32 to amend the budget for FY 23-24 and/or CIP Project Budgets.

Initiating Department/Presenter: Finance

Presenter:

Steve Ritter, Finance Director

Recommended Motion: Move to adopt Ordinance 2024-32 to amend the budget for FY 23-24 and/or CIP Project budgets.

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage and transportation services.

Discussion: Detailed explanation for the Budget Amendments is provided in the attachment, Exhibit A, to the Ordinance. The Budget Amendments were discussed with the Finance Committee at their November 5, 2024 meeting.

Previous Council Action: No previous Council action for these budget amendments

Financial Implications: See the attached Ordinance 2024-32 and related Budget Amendment (Exhibit A).

Approvals:

Steve Ritter

Sam Masiel

Kristy Doll

Associated Information:

1. FY 24 ORDINANCE to amend budget Ordinance 2024-32
2. PEB Trust BA for first meeting in FY 25

ORDINANCE NO. 2024-32

AN ORDINANCE OF THE CITY OF HUNTSVILLE, TEXAS, AMENDING THE 2023-2024 ANNUAL BUDGET AND CAPITAL IMPROVEMENTS PROJECTS (CIP) BUDGETS, ORDINANCE NO. 2023-20 TO AMEND ADOPTED EXPENDITURES OF THE BUDGET; AND DECLARING AN EFFECTIVE DATE.

WHEREAS, the 2023-2024 Annual Budget and CIP Budgets were adopted by Ordinance 2023-20 on September 19, 2023;

WHEREAS, various unforeseen circumstances affecting the City have presented themselves during the course of the fiscal year;

WHEREAS, the City Council considered the circumstances independently, deliberating appropriately on the associated revenues and expenditures and the overall impact on the general financial status of the City;

WHEREAS, pursuant to the laws of the State of Texas and the City Charter of the City of Huntsville, Texas, the City Council has determined that it will be beneficial and advantageous to the citizens of the City of Huntsville to amend the annual budget for fiscal year 2023 – 2024 and the Capital Improvements Projects (CIP) budget as set forth herein; and

WHEREAS, this ordinance combines the independent Council actions into one budget amendment document;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, that:

Section 1. The findings set forth above are incorporated into the body of this ordinance.

Section 2. The annual budget for fiscal year 2023 – 2024 is hereby amended to include the expenditures and revenues in Exhibit “A” and the Capital Improvements Projects budget is hereby amended to include the expenditures described in Exhibit “A” attached hereto and made a part of this ordinance as if set out verbatim herein.

Section 3. All ordinances of the City in conflict with the provisions of this ordinance are hereby repealed, and all other ordinances of the City not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 4. Should any section, portion, sentence, clause or phrase of this ordinance be declared unconstitutional or invalid for any reason, it shall not invalidate or impair the force or effect of any other section or portion of this ordinance.

Section 5. The necessity for amending the budget for the fiscal year 2023 – 2024 and Capital Improvements Projects, as required by the laws of the State of Texas, requires that this ordinance shall take effect immediately from and after its passage, as the law in such cases provides.

Section 6. This ordinance shall take effect immediately after its passage.

PASSED AND APPROVED on this the 19th day of November 2024.

THE CITY OF HUNTSVILLE, TEXAS

Russell Humphrey, Mayor

APPROVED AS TO FORM:

ATTEST:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

Budget Amendments FY 23-24

City Council - November 19, 2024

Exhibit A

Increase: General Fund - Streets - Salaries & Benefits	\$ 1,765
Increase: General Fund - Building Maintenance - Salaries & Benefits	\$ 7,269
Increase: General Fund - Police Dept - Salaries & Benefits	\$ 1,116
Increase: General Fund - Transfer from PEB Trust	\$ 10,150
Increase: PEB Trust Fund - Payment to RHS	\$ 10,150
Increase: PEB Trust Fund - Transfer to General Fund	\$ 10,150

Explanation:	City Policy includes provision for paying 2/3 of unused Sick Leave into a Retiree Health Savings account for an employee who is retiring and will be receiving TMRS retirement payments and who is less than 65 years of age at their retirement date. The policy was implemented in the 17-18 fiscal year effective January 1, 2018. There were 3 employees in the 23-24 fiscal year that qualified to receive this benefit. Intent of the Policy is to use PEB Trust funds to pay for this retirement benefit of paying 2/3 of unused Sick Leave into an RHS for qualifying employees retiring. The PEB Trust was created to offset OPEB Liability and eventually pay for various retiree benefits such as this 2/3 Sick Leave.
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CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.d.

Agenda Item: Consider Resolution 2024-24 ratifying the acceptance of an award of funding from the FY24/25 Solid Waste Implementation Grant program through the H-GAC.

Initiating Department/Presenter: Finance

Presenter:

Ashley Brown, Grants Manager

Recommended Motion: Move to adopt Resolution 2024-24 ratifying the acceptance of H-GAC Solid Waste Implementation Grant.

Strategic Initiative: Strategic Priority #3 - Quality of Life - Establish an environment where citizens can thrive and enjoy the city in which they live. Provide services that enhance the quality of life for all, with a focus on the full life cycle (children, students, families, and retirees)-by creating amenities that support physical, mental and social well-being. Support access to quality health services, education, housing, transportation, recreation and natural environment.

Discussion: The City of Huntsville has been awarded a grant in the amount of \$24,700.00 from the FY24/25 Solid Waste Implementation Grant program through the Houston-Galveston Area Council for the City to hold a collection event scheduled for Spring 2025 for City residents to responsibly dispose of household hazardous waste. The grant began on October 1, 2024, and all funding is expected to be fully expended by September 30, 2025. There is no local match funding required.

A Resolution ratifying the City's acceptance of the grant funding is needed to process the budget amendment to increase the department's budget by \$24,700.00 (\$24,700.00 grant funds, \$0.00 local City funds) to cover expenses of the solid waste collection event.

Previous Council Action: No previous action has been taken.

Financial Implications: A Budget Amendment is included in the November 19, 2024, meeting agenda.

Approvals:

Steve Ritter

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information:

1. FY25 SW Resolution 2024-24

RESOLUTION NO. 2024-24

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS, RATIFYING THE ACCEPTANCE OF AN AWARD OF FUNDING FROM THE FY24/25 SOLID WASTE IMPLEMENTATION GRANT PROGRAM THROUGH THE HOUSTON-GALVESTON AREA COUNCIL; AND AUTHORIZING THE CITY MANAGER TO ACT AS THE CITY'S EXECUTIVE OFFICER AND AUTHORIZED REPRESENTATIVE IN ALL MATTERS PERTAINING TO THE CITY'S PARTICIPATION IN THE GRANT PROGRAM.

WHEREAS The City desires to establish an environment where citizens can thrive and enjoy the city in which they live and the City of Huntsville requires the Huntsville Solid Waste Department to provide services that enhance the quality of life for all; and

WHEREAS It is necessary and in the best interest of the City to accept funding under the FY24/25 Solid Waste Implementation Grant program through the H-GAC.

NOW, THEREFORE, be it resolved by the City Council of the City of Huntsville, Texas, that:

SECTION 1: Acceptance of grant funding is hereby ratified in support of a collection event scheduled for Spring 2025 for City residents to responsibly dispose of household hazardous waste.

SECTION 2: The funding awarded is \$24,700.00, of which \$24,700.00 is grant funds with no required matching funding from the City's local funds.

SECTION 3: The Mayor and City Council strongly support this program to address the well-being and needs of the Community.

SECTION 4: The City agrees that in the event of loss or misuse of the grant funds, the City assures that the funds will be returned to the grantor in full.

SECTION 5: The City Council directs and designates the City Manager as the City's Chief Executive Officer and Authorized Representative to act in all matters in connection with the City's participation in the FY24/25 Solid Waste Implementation Grant program.

PASSED AND APPROVED this 19th day of November, 2024.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.e.

Agenda Item: Consider approving Resolution 2024-26 to authorize City staff as “Authorized Representatives” for the City’s TexPool accounts.

Initiating Department/Presenter: Finance

Presenter:

Steve Ritter, Finance Director

Recommended Motion: Move to approve Resolution 2024-26 to authorize specific City staff as “Authorized Representatives” for the City’s TexPool accounts.

Strategic Initiative: Goal #6 - Finance - Provide a sustainable, efficient and fiscally sound government through conservative fiscal practices and resource management.

Discussion: TexPool, a local government investment pool utilized by the City to earn interest on funds, requires a Resolution approved by Council in order to add “Authorized Representatives” to pool accounts. Passage of this Resolution will designate Lance Hall, Assistant Finance Director with the City, as an “Authorized Representative” for City of Huntsville accounts with TexPool along with Marcy Metz, Linda Clary, and Steve Ritter who are already Authorized Representatives for the City with TexPool.

Previous Council Action: No previous Council action for this item.

Financial Implications: No financial impact related to this item.

Approvals:

Steve Ritter

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information:

1. Resolution No. 2024-26 TexPool authorized representatives



Resolution Amending Authorized Representatives

Resolution No. 2024-26

Please complete this form to amend or designate Authorized Representatives. *This document supersedes all prior Authorized Representative forms.*

* Required Fields

1. Resolution

WHEREAS,

City of Huntsville

Participant Name*

7 8 3 4 5

Location Number*

("Participant") is a local government of the State of Texas and is empowered to delegate to a public funds investment pool the authority to invest funds and to act as custodian of investments purchased with local investment funds; and

WHEREAS, it is in the best interest of the Participant to invest local funds in investments that provide for the preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act; and

WHEREAS, the Texas Local Government Investment Pool ("TexPool / Texpool Prime"), a public funds investment pool, were created on behalf of entities whose investment objective in order of priority are preservation and safety of principal, liquidity, and yield consistent with the Public Funds Investment Act.

NOW THEREFORE, be it resolved as follows:

- That the individuals, whose signatures appear in this Resolution, are Authorized Representatives of the Participant and are each hereby authorized to transmit funds for investment in TexPool / TexPool Prime and are each further authorized to withdraw funds from time to time, to issue letters of instruction, and to take all other actions deemed necessary or appropriate for the investment of local funds.
- That an Authorized Representative of the Participant may be deleted by a written instrument signed by two remaining Authorized Representatives provided that the deleted Authorized Representative (1) is assigned job duties that no longer require access to the Participant's TexPool / TexPool Prime account or (2) is no longer employed by the Participant; and
- That the Participant may by Amending Resolution signed by the Participant add an Authorized Representative provided the additional Authorized Representative is an officer, employee, or agent of the Participant;

List the Authorized Representative(s) of the Participant. Any new individuals will be issued personal identification numbers to transact business with TexPool Participant Services.

1. Linda D Clary Senior Accountant

Name

Title

9 3 6 2 9 1 5 4 3 5 9 3 6 2 9 1 5 4 8 9 lclary@huntsvilletx.gov

Phone

Fax

Email

Signature

2. Lance M Hall Assistant Finance Director

Name

Title

9 3 6 2 9 1 5 9 8 5 9 3 6 2 9 1 5 4 8 9 lmhall@huntsvilletx.gov

Phone

Fax

Email

Signature

3. Marcy Metz Senior Accountant

Name

Title

9 3 6 2 9 1 5 4 4 3 9 3 6 2 9 1 5 4 8 6 mmetz@huntsvilletx.gov

Phone

Fax

Email

Signature

1. Resolution (continued)

4. Steve Ritter Finance Director
Name Title
9 3 6 2 9 1 5 4 8 6 9 3 6 2 9 1 5 4 8 9 sritter@huntsvilletx.gov
Phone Fax Email
[Signature]
Signature

List the name of the Authorized Representative listed above that will have primary responsibility for performing transactions and receiving confirmations and monthly statements under the Participation Agreement.

Marcy Metz
Name

In addition and at the option of the Participant, one additional Authorized Representative can be designated to perform only inquiry of selected information. *This limited representative cannot perform transactions.* If the Participant desires to designate a representative with inquiry rights only, complete the following information.

Name Title

Phone Fax Email

- D. That this Resolution and its authorization shall continue in full force and effect until amended or revoked by the Participant, and until TexPool Participant Services receives a copy of any such amendment or revocation. This Resolution is hereby introduced and adopted by the Participant at its regular/special meeting held on the day of , 2 0.

Note: Document is to be signed by your Board President, Mayor or County Judge and attested by your Board Secretary, City Secretary or County Clerk.

Name of Participant*

SIGNED

Signature*
Russell Humphrey
Printed Name*
Mayor
Title*

ATTEST

Signature*
Kristy Doll
Printed Name*
City Secretary
Title*

2. Delivery Instructions

Please return this document to **TexPool Participant Services:**

Email: texpool@dstsystems.com

Fax: 866-839-3291

TEX-REP

2 OF 2



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.f.

Agenda Item: Consider authorizing the City Manager to award the Change Order to the construction contract for the 12" Water Line on the IH-45 Segment 2A Utility Relocation Project in Huntsville, Texas.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: To authorize the City Manager to award the Change Order in the amount of \$59,986.00 to the construction contract for the existing 12" Water Line on the IH-45 Segment 2A Utility Relocation Project in Huntsville Texas.

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage and transportation services.

Discussion: The City has several waterline and sanitary sewer line segments within the TxDOT right-of-way in the IH-45 Segment 2A widening project limit that needed to be relocated to remove potential conflicts with highway construction and to provide necessary clearances to the new roadway surface.

The City's utility relocation design consists of up-upsized waterlines and sanitary sewer lines in several locations. The upsizing is necessary to accommodate anticipated future growth.

The cost of utility relocation design and construction for all relocations with similar sizes and types to the existing ones is 100% reimbursable from TxDOT to the City. Upsizing water and sewer lines of the City's choice to accommodate future growth will be considered as "Elective Betterment" by TxDOT, and the increased cost for such upsizing should be met by the City.

This agenda item is pertaining of Change Order #1 in the amount of \$59,986.00 to the 12" waterline relocation project related to the construction of the IH-45 Segment 2A Utility Relocations by 5-T Utilities, Inc..

In this 12" Water Line relocation project, the Contractor was to remove the existing 12" waterline from the existing 30" Steel Casing. The Contractor was not able to remove some casing pipe due to the existing infrastructure in place. In coordination with TxDOT, all casing pipes not removed (within the TxDOT ROW) are required to be filled with grout. Additionally, due to the close vicinity of the existing sanitary and fiber optics lines, a 10' extension of the proposed waterline and Steel Casing on each direction to meet TCEQ and OSHA requirements are recommended.

These additional costs are expected to be fully reimbursed by the TxDOT.

Previous Council Action:

1. The City Council approved the Engineering agreement with RPS Infrastructure, Inc. in the amount of \$183,685.00 at the August 7, 2018, meeting.
2. Amendment A to the original RPS agreement was approved in the amount of \$166,700.00 at the February 19, 2019, meeting.
3. Amendment B to the original RPS agreement was approved in the amount of \$266,291.70 at the September 1, 2020, meeting.
4. The City Council authorized the City Manager to enter into a Utility Agreement with TxDOT for cost reimbursement at the October 6, 2020, meeting.
5. The City Council authorized the City Manager to award the construction for IH-45 Segment 2A Utility Relocation Project – Project No. 18-03-01 in the amount of \$5,615,884.06 at the December 1, 2020, meeting.
6. The City Council authorized the City Manager to execute Change Order Number 2 in the amount of \$451,579.43 at the March 1, 2022, meeting.
7. The City Council authorized the City Manager to execute Additional Services (Amendment D) in the amount of \$69,900.00 at the October 4, 2022, meeting.
8. The City Council authorized the City Manager to execute Additional Service (Amendment E) in the amount of \$137,100.00 at the October 17, 2023, meeting.
9. The City Council authorized the City Manager to award the construction contract for 12” waterline on the IH-45 Segment 2A Utility Relocation Project for \$507,455.49.

Financial Implications: ☒Item is budgeted: In the amount of: \$59,986.00

Approvals:

Kathlie Jeng-Bulloch
Leonard Schneider
Sam Masiel
Kristy Doll

Associated Information:

1. change order 9 2024
2. Conflict A

Contract Name: IH-45 Segment 2A Utility Relocations-12" WL Conflict
Change Order No. One (1)

COH Project# 18-03-01
Finance Project # 701-7255-62300,
702-7185-62300

REQUEST AND JUSTIFICATION FOR CHANGE

1. **Necessity for change:**

The contractor removed the existing 12" water line from the existing 30" steel casing. However the Contractor was unable to remove some casing pipe due to the nature of the installation. In coordination with TxDOT, all casing not removed is required to be filled with grout. (RFI#2)

Due to close vicinity of the sanitary and fiberoptics lines, contractor proposed to extend the waterline and steel casing 10 LF out in each direction to meet TCEQ and OSHA requirements. (RFI#1)

2. **Is proposed change an alternate bid?** ____ Yes ____ X No
3. **Will proposed change alter the size of the project?** ____ Yes ____ X No
4. **Effect of this change on other prime contractors:** None
5. **Has consent of surety been obtained?** ____ Yes ____ X Not Necessary
6. **Will this change affect expiration of extent of insurance coverage?** ____ Yes ____ X No
If yes, will the policies be extended? ____ Yes ____ No
7. **Effect on operation and maintenance costs:** None

Accepted by: Rodney Twardeski
5-T Utilities, Inc.
(Contractor)

09/24/2024

Date

Recommended by: [Signature]
RPS
(Engineer)

9/24/2024

Date

Recommended by: _____
Dr. Kathlie S. Jeng-Bulloch, P.E., D.WRE, CFM
City Engineer

Date

Approved by: _____
Aron Kulhavy
City Manager

Date



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.g.

Agenda Item: Consider authorizing the City Manager to approve the purchase of Priority Pollutants Biannual Testing to A&B Labs for \$57,798.00 for a two (2) year term contract.

Initiating Department/Presenter: Public Works

Presenter:

Brent Sherrod, Public Works Director

Recommended Motion: Move to authorize the Interim City Manager to approve the purchase of Priority Pollutants Biannual Testing to A&B Labs for \$57,798.00 for a two (2) year term contract.

Strategic Initiative: Strategic Priority #3, Quality of Life – Establish an environment where citizens can thrive and enjoy the city in which they live. Provide services that enhance the quality of life for all, with a focus on the full life cycle (children, students, families, and retirees) - by creating amenities that support physical, mental, and social well-being. Support access to quality health services, education, housing, transportation, recreation, and the natural environment.

Discussion: In October 2023, the City Purchasing Staff issued and awarded A&B Labs a one-year (1) contract with a one-year (1) year renewal option. In October 2024, the contract was renewed for an additional year of service. Estimated expenses over the contract's lifetime are expected to exceed \$50,000 at \$57,798.00, requiring council approval.

Services included in the contract with A&B Labs include the biannual Priority Pollutants sampling event, TCEQ Wastewater Permit required compliance and benchmark sample analysis for the City's three wastewater treatment plants, the Industrial Pretreatment Program, and required Stormwater Permit compliance. Priority pollutants are chemicals regulated by the EPA and TCEQ, and are part of the City's required compliance monitoring.

Previous Council Action: There has not been previous council action.

Financial Implications: The item is budgeted in account 220-367-55700 for \$57,798.00.

Approvals:

Brent Sherrod

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.h.

Agenda Item: Consider authorizing the City Manager to enter into a contract to replace the Brook Hollow Lift Station Generator.

Initiating Department/Presenter: Public Works

Presenter:

Brent Sherrod, Public Works Director

Recommended Motion: Move to authorize the City Manager to enter into a \$64,000.00 contract with McCaffety Electric to replace the Brook Hollow Lift Station Generator.

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern, and efficient water, wastewater, drainage, and transportation services.

Discussion: During the heavy rains on April 29, 2024, the Brook Hollow Lift Station was flooded with stormwater. Storm debris entered the Generac natural gas-powered generator, ruining the electrical system and alternator. The generator must be replaced to supply reliable emergency power during outages. Without a proper backup power supply, this lift station will be susceptible to sanitary sewer overflows when the power grid fails.

The generator will be replaced with another Generac natural gas-powered generator to allow us to use the existing automatic transfer switch, which was not damaged during the storm. We will also place the generator on a three-foot-tall pedestal to elevate it above the flood line experienced during the storm. A catwalk will allow technicians to access the service panels without working off a stepladder.

City staff solicited competitive sealed proposals with the notice published as required. Four (4) bids were received and opened on October 15, 2024, in response to the invitation for proposals for the complete replacement of the generator and adding a pedestal and catwalk. The bids received are reflected in the attached bid tabulation. Public Works staff have evaluated the bids received to determine the best value to the City. Based upon past experience in the electrical field, McCaffety Electric was determined to be the best value to the City.

Previous Council Action: There has not been previous council action.

Financial Implications: This item is budgeted in account 220-1221-52280 for \$64,000.00.

Approvals:

Brent Sherrod

Leonard Schneider

Sam Masiel
Kristy Doll

Associated Information:

1. Bid Tab - NO 24-51 Brookhollow Lift Station Generator Replacement

Bid Tabulation
Project Name: Bid NO. 24-51 Generator Replacement at Brookhollow Lift Station
Location: 1220 11th Street Huntsville, TX 77340
Date: October 15, 2024 Time: 2:30 PM



McCaffety Electric	
Description	Amount
Generator Replacement at Brookhollow Lift Station	\$ 64,000.00
Explain Desired Payment Schedule Below:	
100% at Completion / Start Up Milestone	
_____ % at _____ Milestone	
_____ % at _____ Milestone	
_____ % at _____ Milestone	
<i>Note: Milestone payment requests must be approved by the City Project Manager and Structural Design Engineer</i>	
Lead Time for Generator (In Calander Days) 84 Days	
Number of Calander Days After Award to Mobilize: 7 Days	
Number of Calander Days After Mobilization Complete Work: 90 Days	

McDonald Municipal & Industrial	
Description	Amount
Generator Replacement at Brookhollow Lift Station	\$ 81,469.00
Explain Desired Payment Schedule Below:	
20% at Provide bonds and insurance Milestone	
80% at Completion Milestone	
_____ % at _____ Milestone	
_____ % at _____ Milestone	
<i>Note: Milestone payment requests must be approved by the City Project Manager and Structural Design Engineer</i>	
Lead Time for Generator (In Calander Days) 98 Days	
Number of Calander Days After Award to Mobilize: 99 Days	
Number of Calander Days After Mobilization Complete Work: 21 Days	

Caret Construction Group, LLC	
Description	Amount
Generator Replacement at Brookhollow Lift Station	\$ 73,565.00
Explain Desired Payment Schedule Below:	
25% at 1st Milestone	
75% at 2nd Milestone	
_____ % at _____ Milestone	
_____ % at _____ Milestone	
<i>Note: Milestone payment requests must be approved by the City Project Manager and Structural Design Engineer</i>	
Lead Time for Generator (In Calander Days) 112 Days	
Number of Calander Days After Award to Mobilize: 7 Days	
Number of Calander Days After Mobilization Complete Work: 124 Days	

Duplichain Contractors	
Description	Amount
Generator Replacement at Brookhollow Lift Station	\$ 125,000.00
Explain Desired Payment Schedule Below:	
10% at Submittal Approval Milestone	
85% at Generator Delivery Milestone	
5% at Start Up Milestone	
_____ % at _____ Milestone	
<i>Note: Milestone payment requests must be approved by the City Project Manager and Structural Design Engineer</i>	
Lead Time for Generator (In Calander Days) 100 Days	
Number of Calander Days After Award to Mobilize: 100 Days	
Number of Calander Days After Mobilization Complete Work: 45 Days	



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.i.

Agenda Item: Consider authorizing the City Manager to approve additional services with Walter P. Moore and Associates, Inc. for professional engineering services for the FY 23-24 CIP Waterline Replacement Project # 24-10-08.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to authorize the City Manager to approve additional services with Walter P. Moore and Associates, Inc. for professional engineering services for the FY 23-24 Waterline Replacement Projects in the estimated amount of \$115,487.00.

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage and transportation services.

Discussion: The City has been replacing existing undersized and deteriorated waterlines each year to the extent that funding is made available for this purpose. Replacing and/or upsizing will help reduce waterline breaks and associated maintenance costs, improve water circulation and pressure to serve domestic needs and install needed fire hydrants in the water distribution system to provide for fire protection.

The City Council authorized the City Manager to enter into an agreement with Walter P. Moore and Associates, Inc. for professional engineering service for the FY23-24 Water Line Replacement Project on the February 20, 2024 Agenda.

There were several design meetings between the Consultant Engineer, Public Works, and the Engineering Department staff, design options were discussed. We believe it is in the City's best interest to include the additional water line replacements (extend beyond the original scope) at this time.

This agenda item is pertaining to the amendment to the approved contract with Walter P. Moore and Associates, Inc.. This amendment involves replacement of the water infrastructure along specific routes, namely Elmwood Street from Peach Tree Street to Eastham Drive (850'), Eastham Drive from Royal Oaks Street to Hickory Drive (350'), Boettcher Drive from the Huntsville Village Apartments to I-45 (1,150'), and water system looping from Beto Street to Hardy Street to the Turner Street/SH 19 (500').

The fee proposal is listed as follows:

Additional Civil Engineer Services	\$45,400.00
Additional Survey Services	\$56,587.00
Additional Geotechnical Services	\$13,500.00

Total	\$115,487.00
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A copy of the scope and fee proposal received from Walter P Moore and Associates, Inc. is attached to this agenda item.

The completion of the design phase is estimated to be Spring of 2025, and construction is estimated to be completed in Fall 2025.

Previous Council Action: The City Council approved the Engineering Agreement with Walter P Moore and Associates, Inc. at the February 20, 2024 Meeting.

Financial Implications: Item is budgeted: In the amount of \$1,220,000.00

Approvals:

Kathlie Jeng-Bulloch
Leonard Schneider
Sam Masiel
Kristy Doll

Associated Information:

1. ASR-1 Expanded Project Scope-Revised 11 7 2024
2. Eastham Drive Elmwood and Hickory WL
3. Boettcher Dr and others Waterline



PROPOSAL AND AGREEMENT FOR PROFESSIONAL SERVICES – Additional Service Request

Project: Huntsville CIP Water Line Rehabilitation Project #24-10-08
Client: City of Huntsville, Huntsville Texas
Client Contact: Dr. Kathlie S. Jeng-Bulloch, P.E., D.WRE, CFM
Additional Service Title: ASR-1 Expanded Project Scope (Revised)
Additional Service Date: November 7, 2024
Base Project Number: C03-24020-00

Walter P. Moore and Associates, Inc. (Walter P Moore) is currently engaged as a consultant on a Huntsville CIP Water Line Rehabilitation project number 24-10-08. We are submitting this Additional Service Request based on our understanding of increased and/or modified scope of work. We propose to provide these additional services to the City of Huntsville as defined below:

Additional Service Description: As per our understanding, the City of Huntsville has tasked Walter P Moore with delivering engineering design services for additional water line replacements that extend beyond the initially approved site boundaries. This extension notably involves replacement of the water infrastructure along specific routes, namely **Elmwood Street** from Peach Tree Street to Eastham Drive spanning 850 feet, **Eastham Drive** from Royal Oaks Street to Hickory Drive spanning 350 feet, **Boettcher Drive** from the Huntsville Village Apartments to I-45 spanning 1,150 feet, and **water system looping** from Beto Street to Hardy Street to the Turner Street / SH 19 extension spanning 500 feet.

The services include additional engineering and surveying for the new waterline segments, and geotechnical services for the full project. An updated schedule will be provided separately.

Services Fees

Additional Civil Engineer Services	\$ 45,400.00
Additional Survey Services	\$ 56,587.00
<u>Additional Geotechnical Services</u>	<u>\$ 13,500.00</u>
Total	\$ 115,487.00

Compensation: Walter P Moore proposes to provide the defined Scope of Services on a Lump Sum Fee basis of **\$115,487.00**.

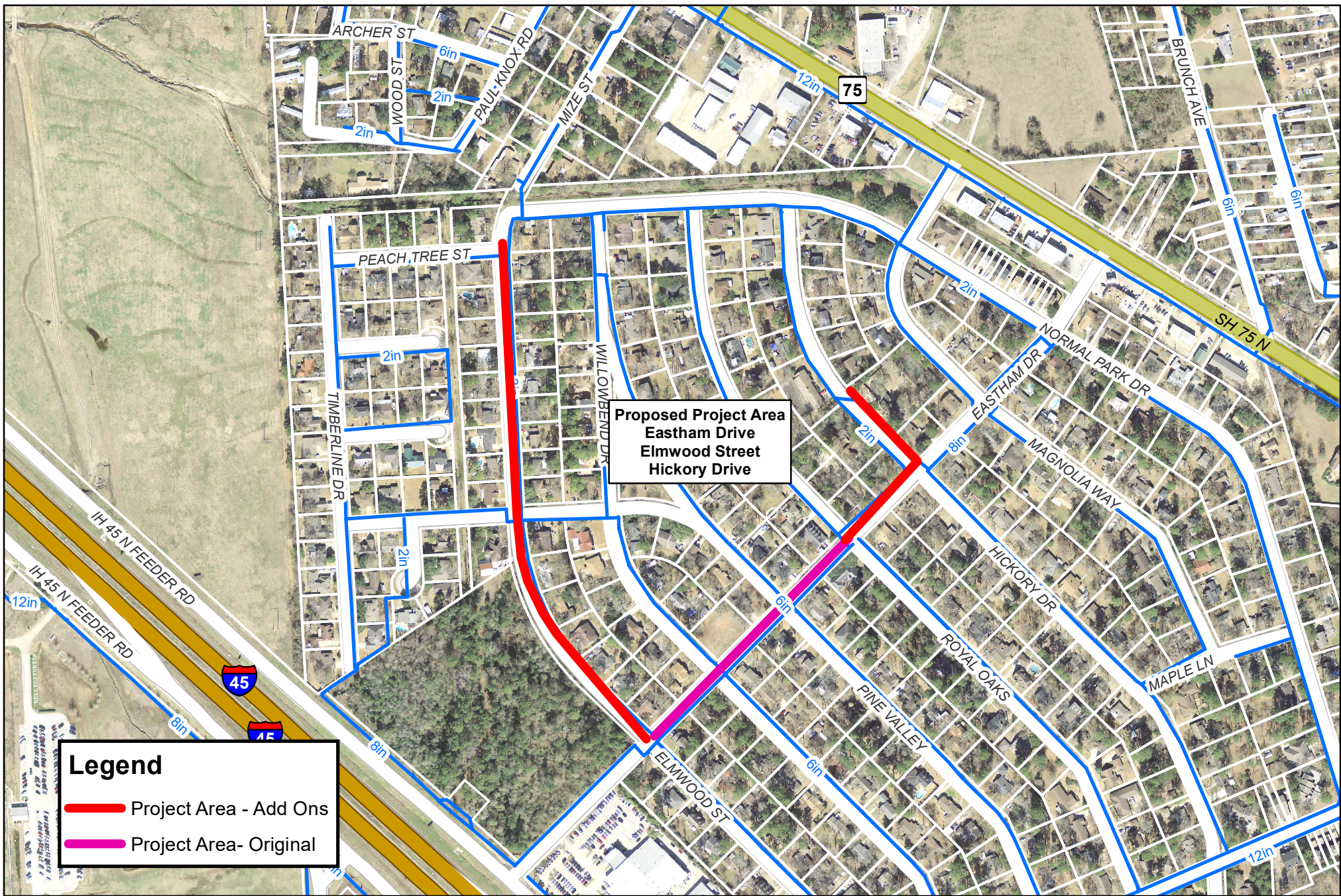
Terms of Agreement: Terms for this Additional Service shall be in accordance with our base Proposal and Agreement for this project.

Attachments:

Exhibit of New Waterline Segments

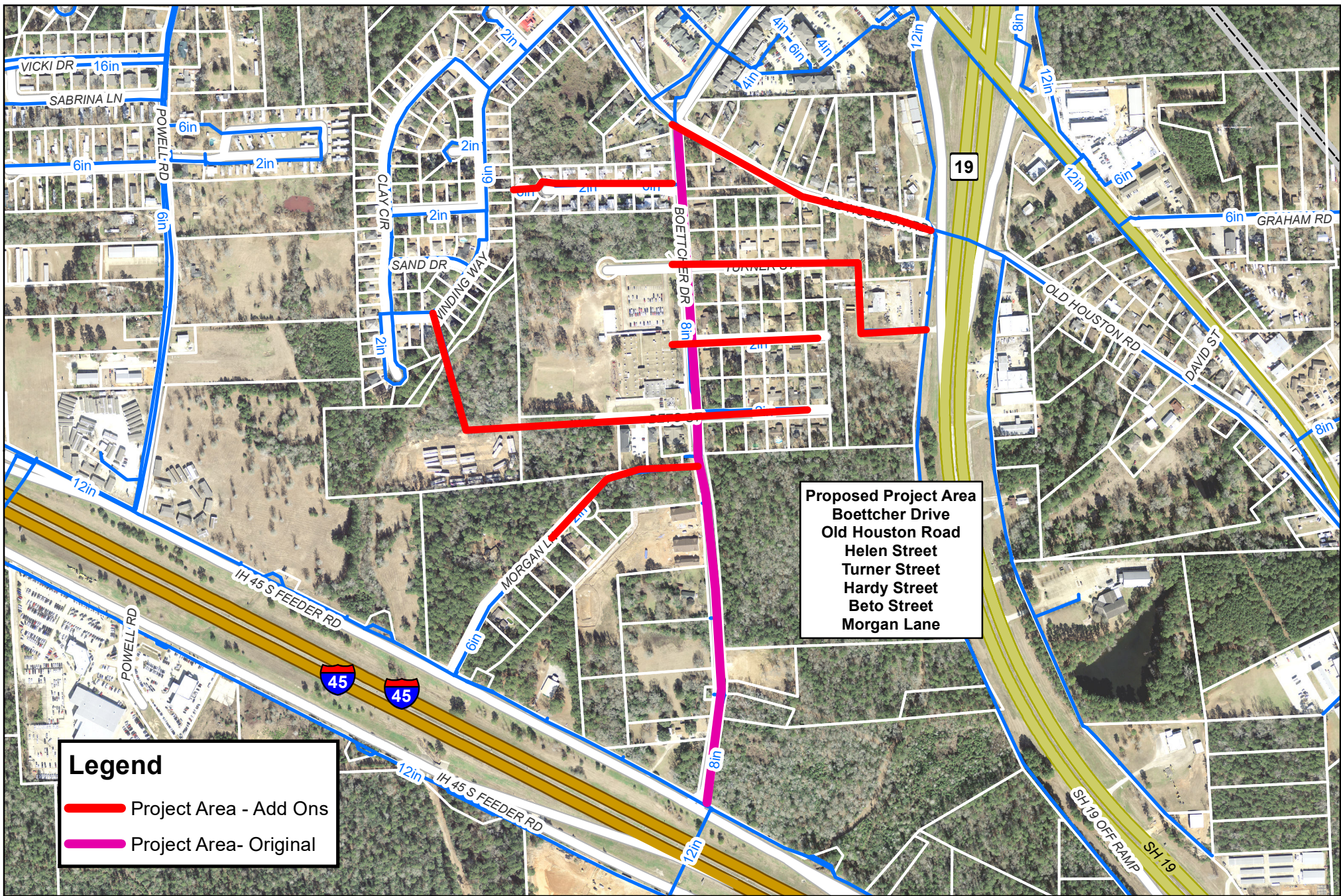
Executed on this ____ day of _____, 2024 by:

City of Huntsville, Huntsville Texas Dr. Kathlie S. Jeng-Bulloch, P.E., D.WRE, CFM	Walter P Moore and Associates, Inc.: Charles M. Penland, P.E./ Managing Principal



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	1 in = 400 ft On 8.5 x 11 inch Print 0 105 210 420 FEET On Any Print Size Coordinate System: NAD 1983 StatePlane Texas Central FIPS 4203 Feet		CITY OF HUNTSVILLE, TX ENGINEERING DEPARTMENT / GIS DIVISION CIP FY 23-24 Waterline Replacement Eastham Drive, Elmwood St & Hickory Drive	CREATED DATE: 11/7/2024 CITY SERVICE CENTER 448 STATE HIGHWAY 75 HUNTSVILLE, TX, 77320 Map Created At: www.huntsvilletx.gov/gis
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The City of Huntsville, Texas or its employees gives NO warranty, expressed or implied, as to the accuracy, reliability, or completeness of these data. See the full GIS Data Disclaimer at: www.huntsvilletx.gov/438/City-Maps

	1 in = 600 ft On 8.5 x 11 inch Print 0 155 310 620 FEET On Any Print Size Coordinate System: NAD 1983 StatePlane Texas Central FIPS 4203 Feet		CITY OF HUNTSVILLE, TX ENGINEERING DEPARTMENT / GIS DIVISION CIP FY 23-24 Waterline Replacement Boettcher Dr, Old Houston Rd, Helen St, Turner St, Hardy St, Beto St., Morgan Ln	CREATED DATE: 11/7/2024 CITY SERVICE CENTER 448 STATE HIGHWAY 75 HUNTSVILLE, TX, 77320 Map Created At: www.huntsvilletx.gov/gis
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CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 1.j.

Agenda Item: Consider authorizing the City Manager to approve Additional Services with Freese and Nichols, Inc. (FNI) for professional engineering services for the FY22-23, and FY23-24 CIP Condition and Capacity Assessment of the Water Masterplan and Wastewater Masterplan & Model Updates.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bulloch, City Engineer

Recommended Motion: Move to authorize the City Manager to approve Additional Services with Freese and Nichols, Inc. (FNI) for professional engineering services for the FY22-23, and FY23-24 CIP Condition and Capacity Assessment of the Water Masterplan and Wastewater Masterplan & Model Updates in the estimated amount of \$149,000.

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage and transportation services.

Discussion: The goals of the Water and Wastewater Condition and Capacity Assessment Studies are to evaluate the existing water and wastewater systems and recommend water and wastewater phased Capital Improvement Plans. This project is to update the existing City's 2016 Water and Wastewater Condition and Capacity Assessment Study which includes data collection, limited field verification, limited flow monitoring, hydraulic modeling, demand projections, system analysis, and provide recommendations of the Water and Wastewater Infrastructure CIP Projects with the Final Report.

As part of the City's 2016 Water and Wastewater Condition and Capacity Assessment Studies, FNI deployed flow monitors and identified Sanitary Sewer Evaluation Study projects in basins across the City with the goal of reducing levels of Inflow and Infiltration (I/I). The Sanitary Sewer Evaluation Study (SSES) Projects utilize field activities such as manhole inspections, closed circuit television (CCTV), and smoke testing to identify locations where undesirable inflow and infiltration is entering the wastewater collection system gravity lines and manholes.

The RC-01 (which was evaluated during the 2016 studies), and RC-04 Basins are portions of the City's Wastewater Collection System in the Robinson Creek Wastewater Treatment Plant (WWTP) service area to the west of IH-45.

Since September 2021, there have been sixteen (16) developments with approximately 3,407 proposed connections. The Robinson Creek Wastewater Treatment Plant is scheduled for preliminary design (FY24-25 CIP). We believe it is in the City's best interest to include the SSES of the RC-04 basin to the FNI's ongoing Condition and Capacity Assessment of the Water and Wastewater Masterplan & Model Updates. The SSES field data collected will identify problems in the Robinson Creek

Service area. The data collected will also provide information to the Modeling Updates and help for the calibration stage of modeling.

This agenda item refers to an amendment to the City Council approved (2/20/2024) agreement with proposed tasks including approximate 4,000 feet of Smoke Testing, 3,500 feet of CCTV, and 40 MHs of Inspections. After negotiations (two proposals attached) regarding the tasks and costs, the total cost for this amendment is \$149,000.

Task	Task Description	Proposal Nov. 7, 2024	Proposal Nov. 11, 2024
A	Kickoff Meeting and Coordination	\$25,100	\$9,000
B	Targeted Flow Monitoring	\$55,200	\$50,000
C	SSES Field Activities and Rehab Improvement Recommendations	\$177,400	\$90,000
D	Special Services	\$5,300	\$0
	Total	\$263,000	\$149,000

The RC 04 of the Robinson Creek Service area map and the two FNI proposals are attached.

Previous Council Action: The City Council approved the FY 22-23 and FY 23-24 CIP Water Masterplan Model Update for \$250,000.00.

The City Council approved the FY 21-22 and FY 22-23 CIP Wastewater Masterplan Model Update for \$350,000.00.

The City Council approved Agreement with FNI for Condition and Capacity Assessment of the Water Masterplan and Wastewater Masterplan & Model Updates (2/20/2024).

Financial Implications: ☐Item is budgeted: In the amount of \$240,000.00

Approvals:

Kathlie Jeng-Bulloch

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information:

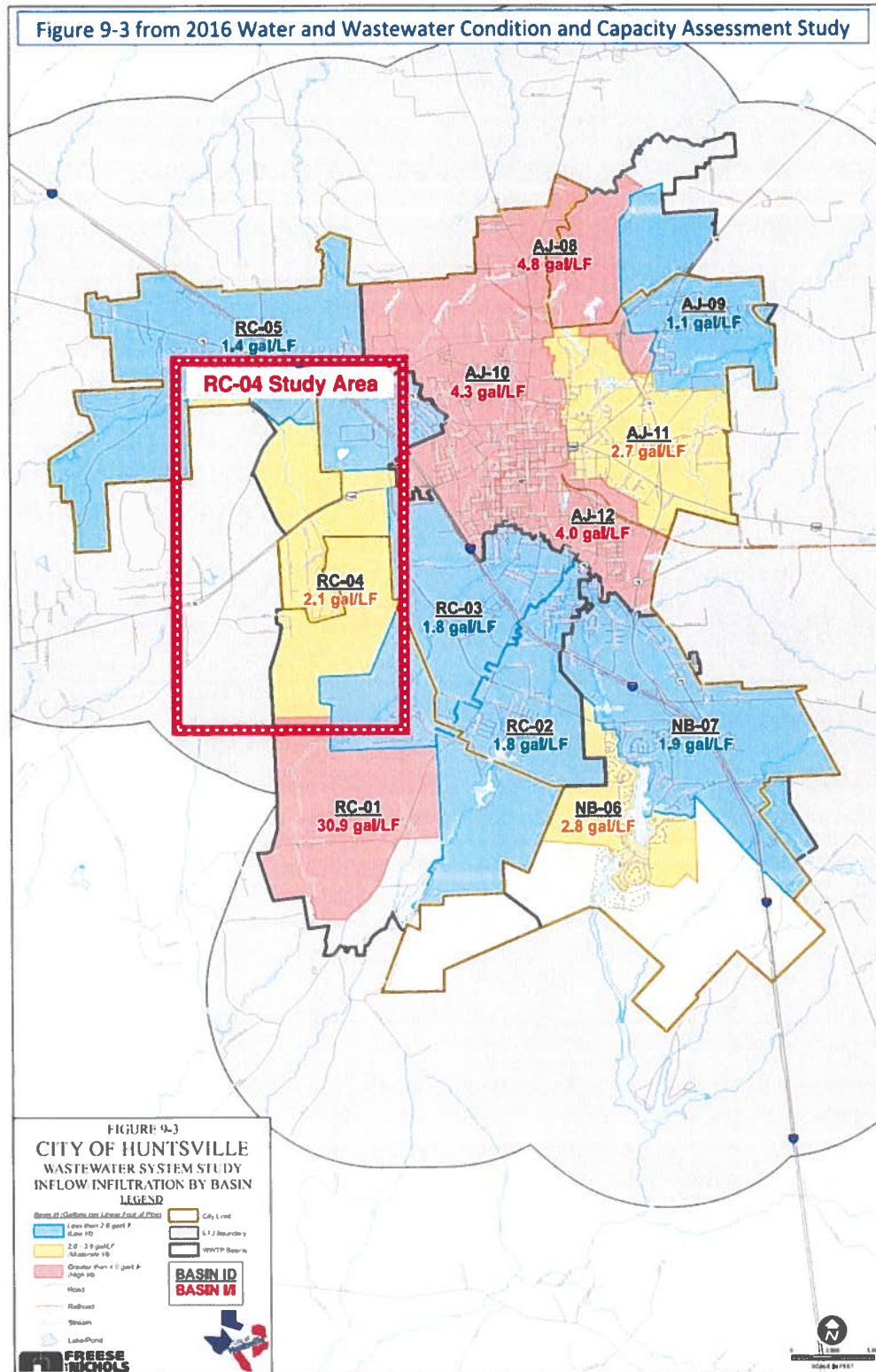
1. RC 04 Map
2. Proposal 11 07 2024 for City of Huntsville RC-04 SSES
3. Proposal 11 11 2024 for City of Huntsville RC-04 SSES - 11-11-24

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024

Figure 2 – RC-04 SSES Project Study Area



November 7, 2024

Dr. Kathlie S. Jeng-Bulloch, PE, D.WRE, CFM
City Engineer
Director of Engineering Department
City of Huntsville, Texas



RE: RC-04 SANITARY SEWER EVALUATION STUDY (SSES); CITY OF HUNTSVILLE

Dear Dr. Jeng-Bulloch:

Freese and Nichols, Inc. (FNI) is pleased to submit the attached proposal, dated November 7, 2024, for a Sanitary Sewer Evaluation Study in the RC-04 sewershed for the City of Huntsville.

We appreciate this opportunity to assist the City of Huntsville. If additional information or clarification is desired, please do not hesitate to contact us at (832) 456-4732 or via e-mail at kendall.ryan@freese.com. If you are in agreement with the services described in Exhibit 1 and wish for us to proceed with this project, please return a final professional services agreement for execution.

We are looking forward to working with you on this important study.

Sincerely,



Kendall Ryan, PE
Associate/Project Manager
Freese and Nichols, Inc.



Richard Weatherly, PE
Vice President/Principal-In-Charge
Freese and Nichols, Inc.



CITY OF HUNTSVILLE

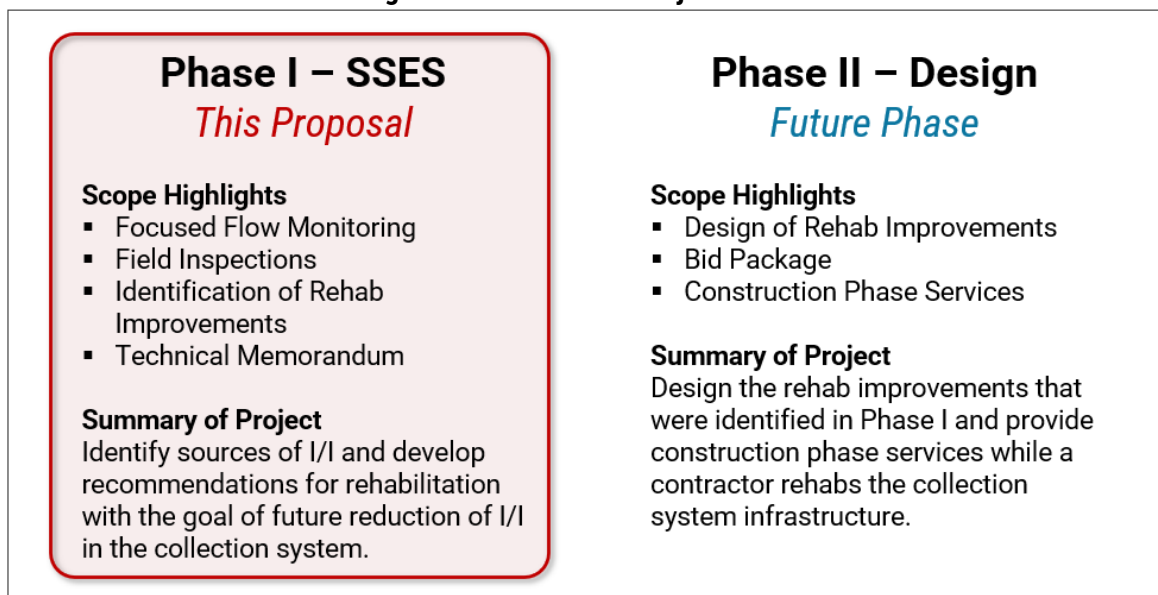
RC-04 SANITARY SEWER EVALUATION STUDY (SSES) – PHASE I

PROPOSAL FOR ENGINEERING SERVICES

PROJECT UNDERSTANDING AND BACKGROUND

- ▶ It is Freese and Nichols' (FNI's) understanding that the City of Huntsville (City) is requesting to amend the ongoing *Water and Wastewater Capacity Study* with a sanitary sewer evaluation study (SSES) project for the RC-04 basin. The RC-04 basin is a portion of the City's wastewater collection system in the Robinson Creek Wastewater Treatment Plant (WWTP) service area to the west of IH-45.
- ▶ FNI understands the City would like to conduct the RC-04 SSES Project in two phases (Phase I and Phase II). *This proposal is for Phase I only.* See **Figure 1** for a summary of both phases.
- ▶ SSES projects utilize field activities such as manhole inspections, closed circuit television (CCTV), and smoke testing to identify locations where undesirable inflow and infiltration (I/I) is entering the wastewater collection system gravity lines and manholes. Once identified, rehabilitation (rehab) recommendations can be developed and the City can contract for rehab of the collection system.
- ▶ As part of the City's *2016 Water and Wastewater Condition and Capacity Assessment Studies*, FNI deployed flow monitors and identified multiple SSES projects in basins across the City with the goal of reducing levels of inflow and infiltration (I/I). FNI then conducted SSES activities in two of the identified basins (RC-01 and AJ-12) as part of the 2016 study.
- ▶ The requested amendment (see scope below) would add SSES activities in the RC-04 basin to FNI's ongoing *Water and Wastewater Capacity Study*.

Figure 1 – RC-04 SSES Project Phases



Note: The RC-04 SSES study area is shown on **Figure 2** on the following page.

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024

Figure 2 – RC-04 SSES Project Study Area

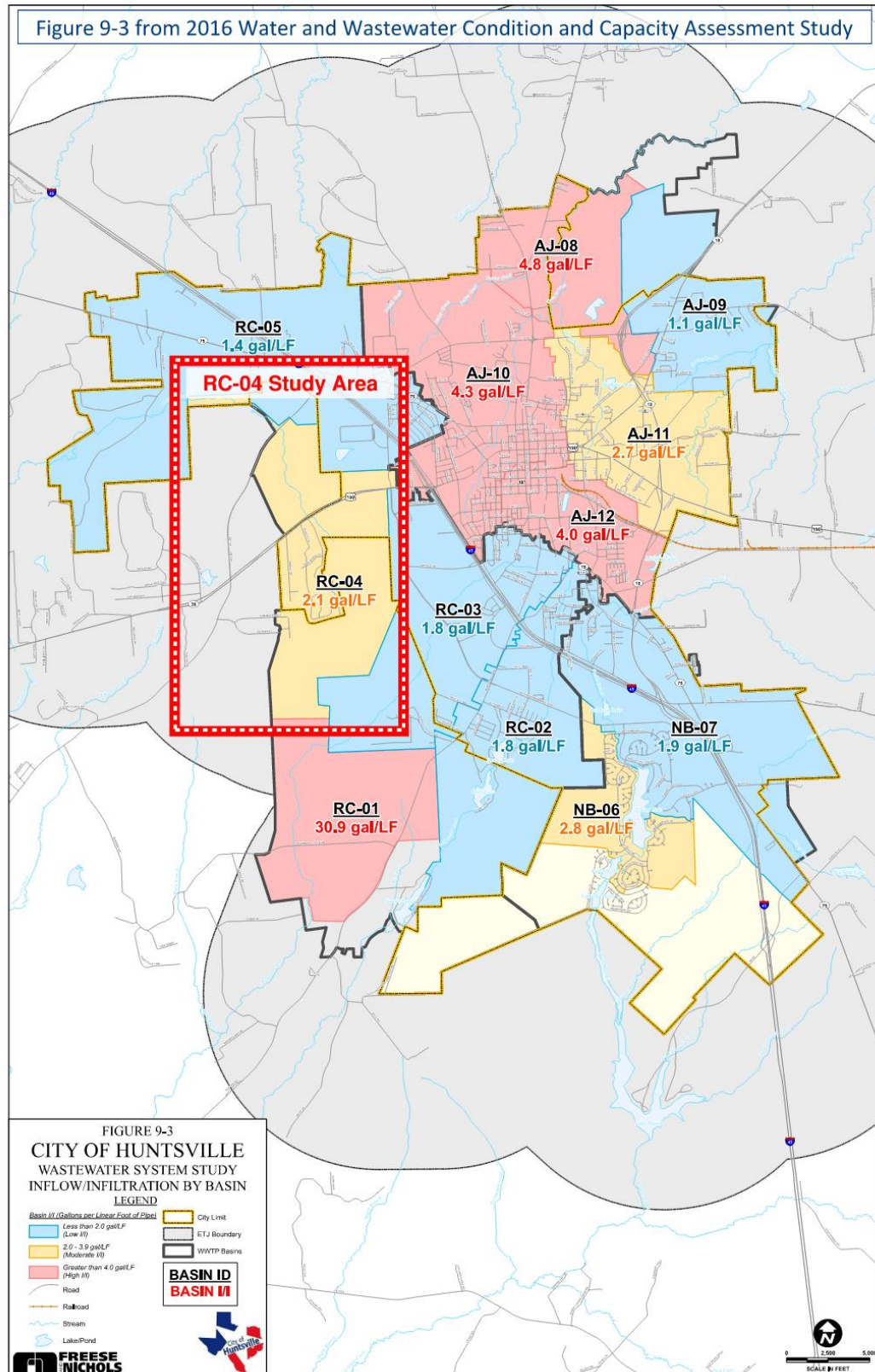


EXHIBIT 1

RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024



The SSES project tasks are broken down in **Table 1**:

Table 1: RC-04 SSES Phase I Tasks

Task	Task Description
Basic Services	
A	Kickoff Meeting and Coordination
B	Targeted Flow Monitoring
C	SSES Field Activities and Rehab Improvement Recommendations

BASIC SERVICES: Freese and Nichols, Inc. (FNI) may render the following professional services to the City of Huntsville (OWNER) in connection with the project, described as: RC-04 Sanitary Sewer Evaluation Study Phase I.

TASK A: KICKOFF MEETING AND COORDINATION

A1. SSES Kickoff Meeting

FNI will conduct a kickoff meeting with the City to review the SSES scope, goals, project team members and schedule. FNI will provide the City with a data request memorandum identifying data needs. The meeting will include discussion of the following:

- Scheduling and project coordination
- Key City personnel for field work coordination
- Information and data needs from the City

A2. Data Collection and Review

FNI will coordinate with City staff to collect data as specified in the data request memorandum.

A3. Additional Project Coordination Meetings – Up to Three (3)

In addition to technical, task-related meetings, FNI will be available for up to three (3) additional project meetings with the City to review progress, discuss data needs, and any topics of special concern.

A4. Field Coordination – Up to Two (2)

In addition to technical, task-related meetings, FNI staff will perform up to two (2) field visits to verify field work progress and coordinate/monitor SSES field work activities.

TASK B: TARGETED FLOW MONITORING

B1. Preliminary Flow Monitor Locations and Sub Basin Delineation

FNI will select preliminary locations for targeted flow monitoring and delineate corresponding sub basins in GIS.

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024

B2. Flow Monitor Field Inspections

FNI will conduct field inspections of the selected flow monitor locations to confirm suitability for flow monitoring. Items to be investigated include accessibility, hydraulic conditions, and debris depth. FNI will notify City staff of any sites that require cleaning prior to flow monitoring. Any required cleaning prior to flow monitor installation will be the responsibility of the City.

B3. Targeted Flow Monitoring and Rain Gauge Data Collection

FNI will conduct sewer flow monitoring at selected locations for sixty (60) consecutive days. Up to six (6) flow monitors shall be used for targeted flow monitoring. Flow monitors shall be calibrated prior to installation and maintained routinely during the field monitoring period. One temporary rain gauge will also be installed to obtain storm event intensity and duration information. The rain gauge shall be calibrated prior to installation. The subconsultant proposal for flow monitoring is provided as **Exhibit 2**.

B4. Flow Monitor Data Analysis and Sub Basin I/I Ranking

FNI will evaluate the flow monitor and rainfall data. Hydrographs and flow depth plots will be created for each flow monitor site and will include the observed rainfall intensities. The discrete inflow and infiltration (I/I) within each of the sub basins will be calculated, and the sub basins will be ranked according to I/I. GIS mapping will be created to show the I/I results by sub basin.

B5. Proposed Sub Basins for SSES Field Activities

FNI will select sub basins for SSES field activities (**Task B**). Multiple sub basins may be selected based on a set of factors that could include:

- Quantity of I/I calculated in **Task A8** (I/I Ranking)
- Shallow sewer pipes at a greater risk of sanitary sewer overflows
- Existing infrastructure capacity for wet weather peak flow conveyance

The number of sub basins selected for field activities will be determined with the City based on accessibility needs to access the gravity lines and manholes and the not-to-exceed quantities shown in **Table 2**. GIS mapping will be created to show the selected sub basins for SSES field activities.

B6. Meeting – Discuss Flow Monitoring Results and Proposed Sub Basins for SSES Field Activities

FNI will meet with City staff to discuss the results of the targeted flow monitoring and sub basin I/I rankings. The proposed sub basins for SSES field activities will be presented, along with selection criteria. FNI will solicit staff comments.

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024

TASK C: SSES FIELD ACTIVITIES AND REHAB IMPROVEMENT RECOMMENDATIONS

FNI will conduct SSES field activities in the agreed upon sub basins from **Task B9**. The purpose of the field activities is to identify specific pipe and manhole defects contributing to I/I in the collection system and to develop rehab recommendations to mitigate capacity impacts from I/I. SSES field activities shall consist of smoke testing, CCTV, and manhole inspections up to the quantities listed in **Table 2**. The actual quantities inspected will be based on the level of cleaning required and accessibility of the gravity lines and manholes. The subconsultant proposal for SSES Field Activities is provided as **Exhibit 3**.

Table 2: Total Not to Exceed Project Quantities for SSES Field Activities

SSES Field Activity	Not to Exceed Quantity
Smoke Testing	6,000 Linear Feet
CCTV	9,000 Linear Feet
Manhole Inspections	100 Manholes

C1. Meeting – SSES Field Activities Kickoff Meeting

FNI will facilitate a meeting with FNI field personnel and City staff to discuss overall field inspection goals and schedule. FNI will provide mapping of the field inspection study area and review access, schedule, public notification, and other relevant considerations for field work with City staff.

C2. Smoke Testing

FNI will smoke test up to 6,000 linear feet of gravity line in the RC-04 Basin. The purpose of smoke testing is to identify public side defects in gravity lines and manholes, and private site defects in laterals and cleanout caps. Public notification will be provided in English and Spanish, and communication will be maintained with residents and customers throughout the smoke testing process. The City will provide:

- Access to the manholes, including the opening and sealing of each manhole
- Any required manhole uncovering

Note: This scope of services does not include the development of rehab recommendations for private-side sewer defects. The City will be notified of any private defects identified via smoke testing.

C3. CCTV and Manhole Inspections

The specific pipes and manholes identified for CCTV and manhole inspection will be discussed with City staff prior to commencing field activities.

Closed-Circuit Television (CCTV) of Gravity Lines

FNI will perform cleaning and conduct CCTV on the selected gravity lines in the sub basins, up to 9,000 linear

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024

feet. The CCTV will be coded for defects and observations according to NASSCO PACP standards. The City will provide the following:

- Access to the manholes (including any required uncovering) and any required flow diversion, bypass pumping, and operation of lift stations.
- A site for local disposal of sludge.
- A means for providing water such as a mobile meter or fire hydrant hookup.

Manhole Inspections

FNI will conduct inspections of the sanitary sewer manholes in the sub basins, up to 100 manholes. The manhole inspections will be coded for defects and observations according to NASSCO MACP Level II standards. The City will provide the following:

- Access to the manholes
- Any required manhole uncovering

C4. SSES Results Analysis, Rehab Improvement Recommendations, and Costs

FNI will analyze the results of the SSES field activities and provide mapping and/or tabular summary data as appropriate. FNI will develop rehabilitation recommendations for identified defects on public wastewater system assets, with the goal of reducing I/I in the collection system and associated excessive surcharging. Planning level opinion of probable construction costs will be developed for the rehab recommendations.

Note: This scope of services does not include the development of rehab recommendations for private-side sewer defects. The City will be notified of any private defects identified.

C5. Meeting – Review SSES Results, Rehab Recommendations, and Costs

FNI will meet with City staff to review the results and deliverables from the SSES field inspection activities. The rehab recommendations will be presented, along with planning level opinion of probable construction costs.

C6. Draft Technical Memorandum (TM) – SSES Results and Rehab Recommendations

FNI will prepare a draft Technical Memorandum (TM) documenting the process, findings, rehab recommendations, and planning level opinion of probable construction costs developed during the SSES field activities task. Mapping of SSES results and rehab recommendations will be included. FNI will provide an electronic copy of the TM to City staff for review.

C7. Meeting – Review and Discuss Draft TM

FNI will meet with City staff to discuss the draft TM. Comments will be solicited and addressed.

C8. Final Technical Memorandum (TM) – SSES Results and Rehab Recommendations

FNI will incorporate staff comments on the TM and deliver one electronic PDF copy and five (5) hard copies

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024

of the Final TM.

Summary of Meetings

- Project Kickoff Meeting
- Up to four (4) coordination and progress meetings with City staff with topics including:
 - Discuss Flow Monitoring Results and Proposed Sub Basins for SSES Field Activities
 - SSES Field Activities Kickoff Meeting
 - Review SSES Results, Rehab Recommendations, and Costs
 - Review and Discuss Draft TM
- Additional Meetings:
 - Up to three (3) Project Coordination meetings with City staff
 - Up to two (2) Field Visits

List of Deliverables

- Draft RC-04 Sanitary Sewer Evaluation Study Phase I Report
- Final RC-04 Sanitary Sewer Evaluation Study Phase I Report

Summary of Fee for Engineering Services

FNI proposes to perform the basic services outlined in the above sections for a total **lump sum project fee of \$263,000**, as shown in **Table 3**.

Table 3: Summary of Fee for Engineering Services

Basic Services			
Task	Task Description	Fee	Fee Type
A	Kickoff Meeting and Coordination	\$25,100	Lump Sum
B	Targeted Flow Monitoring	\$55,200	
C	SSES Field Activities and Rehab Improvement Recommendations	\$177,400	
Total Tasks A-C		\$257,700	
D	Special Services	\$5,300	CPM
Total Project Fee		\$263,000	

TIME OF COMPLETION: FNI is authorized to commence work on the Project upon execution of a professional services agreement and agrees to complete the basic services as follows:

- Flow Monitor Data Analysis and I/I Ranking – 150 days after NTP
- Draft RC-04 Sanitary Sewer Evaluation Study Phase I Report – 150 days after completion of Flow Monitor Data Analysis and I/I Ranking
- Final RC-04 Sanitary Sewer Evaluation Study Phase I Report – 15 days after receiving City Comments

If FNI's services are delayed through no fault of FNI, FNI shall be entitled to adjust contract schedule consistent with the number of days of delay. These delays may include but are not limited to delays in City or regulatory reviews, delays on the flow of information to be provided to FNI, governmental approvals, etc. These delays may result in an adjustment to compensation as outlined on the face of this Agreement.

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024

SPECIAL SERVICES:

This task includes services that may be authorized by the City in support of Tasks A-C. Special services would be authorized on an as-needed basis by City staff. Special services could include, but are not limited to:

- Extension of temporary flow monitoring and rain gauge data collection by 14 days.

EXHIBIT 2

RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024



EXHIBIT 2: FLOW MONITORING PROPOSAL



November 6, 2024

Mr. Ben Miller P.E.
Freese and Nichols, Inc.
11200 Broadway St. Suite 2332
Pearland, Texas 77584

Re: Huntsville, TX I/I Study

Dear Mr. Miller,

We are pleased to submit our proposal to perform a flow monitoring study for Freese & Nichols Inc. within the Huntsville, TX wastewater collection system. We believe we are uniquely qualified to assist you with this project, given my thirty seven years of experience performing similar projects.

Our proposal is valid for sixty (60) days and is subject to the terms and conditions of the Master Subconsultant Agreement between Freese & Nichols, Inc. and ADS Environmental Services. We are prepared to begin this project within one week of receipt of a signed copy of this document.

We look forward to working with you on this and other future projects. Thank you for the opportunity to propose on your requirements. If you have any questions regarding this proposal, please do not hesitate to call me at (281) 933-0951.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chuck Franklin". The signature is fluid and cursive.

Chuck Franklin
Sr. Project Manager

ADS Environmental Services
10630 Rockley, Houston TX 77099
Phone 281 933-0951, email: cfranklin@idexcorp.com

Attachment A

Proposed Scope of Work

ADS Environmental Service ("ADS") will provide a temporary flow monitoring study to collect data at as out lined in the fee schedule options below. It will be performed in three phases as set forth below:

Phase I – Mobilization

- 1) **Kick-off Meeting.** Phase I will begin with a kick-off meeting between representatives of the Client and ADS. The purpose of the kick-off meeting is to discuss project scope, establish lines of communication, set milestones, and set the project schedule.
- 2) **Site Locations.** ADS will work with the Client to identify/verify the location of monitor installation.
- 3) **Site Investigations.** Once the installation sites have been determined, ADS field crew(s) will perform site investigations. ADS will utilize a standard 2-person field crew for fieldwork and comply with Federal standards for confined-space entry. The proposed flow monitoring location will be located, inspected, and verified for hydraulic suitability. ADS will also check for debris in the manhole that could impact data quality and coordinate any required cleaning efforts with the Client or operator. ADS field crews will look for evidence and signs of erratic flow patterns. ADS will also investigate adjacent manholes in order to identify the best monitoring locations.
- 4) **Site Reports & Safety Plan.** Site reports will be generated upon completion of the site investigations. The site reports will include a sketch of the general location, physical characteristics and diameters of the proposed monitoring locations, manhole depths, and flow measurements. A "Site Safety Plan" will also be completed as part of the site investigation phase of the project; this will include comments pertinent to the monitoring location such as any special traffic or safety issues. Final site locations to be approved by the Client.
- 5) **Equipment.** ADS will utilize the ADS® Model 8000™ flow monitor during the course of this project. A typical monitor installation will include an ultrasonic depth sensor that will be mounted at the crown of the pipe; a redundant pressure depth sensor mounted at the invert; and a Doppler velocity sensor also mounted at

ADS Environmental Services
10630 Rockley, Houston TX 77099
Phone 281 933-0951, email: cfranklin@idexcorp.com

or near the invert. A pump station monitoring device will be utilized in the event that gravity sites are not available.

- 6) **Monitor Activation**. Once installed, the monitors will be activated and set to take readings at 5-minute intervals. ADS Field crews will take manual depth readings with a ruler and velocity readings with a portable, instantaneous velocity meter in order to confirm the monitor is collecting accurate data based on the actual existing hydraulic conditions at each location.

Phase II – Flow Monitoring

- 1) **Data Collection and Equipment Maintenance**. Field crews will collect the flow data on a regular basis (e.g. weekly) and perform site analysis and site confirmations as necessary. ADS is an ISO 9001 certified company and has proprietary internal quality procedures for all fieldwork. During the course of the project and as part of ADS's quality control program, the field manager will also visit each location and reconfirm that the monitor is in proper working condition. This includes cleaning depth and velocity sensors, confirmations as needed, and checking an installation to make sure that the ring is secure in the pipe. The ADS data analyst will also review the data on a regular basis throughout the monitoring period.

Phase III – Final Report & Prism Data Delivery

- 1) **Data Review.** Upon completion of the monitoring period, a trained ADS Data Analyst will edit and finalize the data. The data analyst will directly calculate flow using the continuity equation from recorded depth and average velocity data. Flow quantities as determined by the continuity equation will be plotted. The analyst will also utilize scatter plots (depth vs. velocity readings) both to verify monitor accuracy.
- 2) **Data Delivery and Final Report.** ADS will provide a Final Electronic version I/I Report to the Engineer within 30 days of the end of the monitoring period (and any approved extensions) The data deliverables will include:
 - Final flow data in electronic format (hydrographs including Rain, Velocity, Depth, Qfinal)
 - A Technical Memorandum that discusses field data collection (including all field installation forms) and RDII analysis
 - Hydrographs indicating the dry weather and wet weather flow rates
 - Scattergraphs with Best-Fit and ISO-Q Lines Plotted
 - Actual peak hourly flow vs. in-situ capacity for each measured pipe location.
 - Priority ranking of the basins, based on I/I.
 - Design storm peak inflow rates represented on logarithmic scales based on non-surcharging rains
 - Volumetric Analysis (Normalized/LF of Pipe and Un-Normalized)
 - Rainfall Analysis DDF or Similar Rainfall Frequency Statistics
 - Rain Dependent Inflow Infiltration (RDII) Analysis

NOTE: ADS's flow monitors are capable of providing very accurate and precise (repeatable) flow data. However, under some complex hydraulic conditions such as frequent backwater, surcharging, reverse flows, and complex bends in the flow path leading to and from the associated manhole in which the flow monitor is placed, the accuracy of the data is diminished. It is important that the Client understand that ADS's temp flow monitoring equipment is some of the best available in capturing flow data in complex hydraulic situations, but that accuracy may be compromised in locations immediately upstream of pump stations or other such locations where the above listed hydraulic conditions can sometimes be persistent.

ADS Environmental Services
10630 Rockley, Houston TX 77099
Phone 281 933-0951, email: cfranklin@idexcorp.com

Freese & Nichols Inc. Responsibilities:

F&N will perform the following functions in connection with this Project:

- 1) Access to the site of work with sufficient area for placement of personnel and equipment, including all right-of-way and ramps, if required. This includes, but is not limited to, exposing manholes, clearing easements and/or constructing roads or ramps suitable for truck/van, if necessary.
- 2) Pay all local licenses and permits fees, if required.
- 3) Assist in obtaining and complying with any special permits.
- 4) Any information concerning bypasses, overflows, base flows, critical surcharge areas, and maintenance habits.

Proposed Pricing

The estimated fee to complete the Project Scope of Work is as follows:

Task Flow Monitoring 60 Days 6 Meters & 1 Rain Gauges		
Mobilization	Mobilization of crews and equipment.	\$2,000.00
Flow Monitoring	6 meters for a duration of 60 days	\$19,400.00
Rain Gauges	1 rain gauges for a duration of 60 days.	\$ 4,000.00
Final Report	Final Data Delivery.	\$4,000.00
Total*		\$29,400.00
Extension	Two week, (14 days) Extension Flow Monitoring.	\$4,800.00

*Pricing Assumptions: Mobilization is billed upon contract execution; no prevailing wages or W/MBE requirements; light traffic and standard traffic control requirements assumed (traffic cones); no night work assumed.

ADS Environmental Services
10630 Rockley, Houston TX 77099
Phone 281 933-0951, email: cfranklin@idexcorp.com

EXHIBIT 3

RC-04 Sanitary Sewer Evaluation Study - Phase I
November 7, 2024



EXHIBIT 3: SSES FIELD ACTIVITIES PROPOSAL



November 7, 2024

Ben Miller
Freese and Nichols, Inc. (Herein Referred to as the Engineer)
11200 Broadway, Suite 2320
Pearland, TX 77854
T: 281.886.3444
ben.miller@freese.com

RE: Proposal for Sewer Evaluation Services in Huntsville, TX

Mr. Miller:

In response to your request, Compliance EnviroSystems, LLC (CES) is pleased to provide you with a proposal for professional services on the above referenced project.

The following sections are provided for your review:

1. Fee Schedule
2. Deliverables
3. Notice to Proceed

Please review these documents carefully. If you are in agreement, please sign where indicated and return by e-mail to jgraham@ces-ses.com. Upon receipt of your approval, our Operations Manager will schedule your project.

Thank you for the opportunity to submit this proposal. If selected, CES will provide our services at the highest professional level.

If you have any questions, please feel free to contact me by phone (985) 502-5667 or e-mail at any time.

SOUND DATA. SOLID CONCLUSIONS.

Attachment A Master Services Agreement (MSA) Fee Schedule Sewer System Evaluation Services (SSES)					
ITEM NO.	SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
SECTION 1000 MOBILIZATION/DEMOBILIZATION					
1000.01	MOBILIZATION / DEMOBILIZATION OF EQUIPMENT & CREWS	1	EA	\$5,000.00	\$5,000.00
SECTION 2000 FLOW MONITORING SERVICES					
2000.01	TEMPORARY FLOW MONITORING (1-10 METERS)	0	MD	\$165.00	\$0.00
2000.02	TEMPORARY FLOW MONITORING (1-10 METERS) - AFTER 60 DAYS	0	MD	\$100.00	\$0.00
2000.03	TEMPORARY FLOW MONITORING (11-24 METERS)	0	MD	\$115.00	\$0.00
2000.04	TEMPORARY FLOW MONITORING (11-24 METERS) - AFTER 60 DAYS	0	MD	\$95.00	\$0.00
2000.05	TEMPORARY FLOW MONITORING (25-49 METERS)	0	MD	\$105.00	\$0.00
2000.06	TEMPORARY FLOW MONITORING (25-49 METERS) - AFTER 60 DAYS	0	MD	\$90.00	\$0.00
2000.07	TEMPORARY FLOW MONITORING (50 OR MORE METERS)	0	MD	\$90.00	\$0.00
2000.08	TEMPORARY FLOW MONITORING (50 OR MORE METERS) - AFTER 60 DAYS	0	MD	\$80.00	\$0.00
2000.09	LONG TERM FLOW MONITORING - 1 YEAR MINIMUM	0	METER/MONTH	\$500.00	\$0.00
2000.10	TEMPORARY RAIN GAUGES	0	GD	\$30.00	\$0.00
2000.11	LONG TERM RAIN GAUGES	0	GAUGE/MONTH	\$200.00	\$0.00
2000.12	NIGHT FLOW ISOLATION	0	EA	\$500.00	\$0.00
2000.13	PUMP STATION DRAW/FILL TEST (1-2 PUMPS)	0	EA	\$2,500.00	\$0.00
2000.14	PUMP STATION DRAW/FILL TEST (3-4 PUMPS)	0	EA	\$3,500.00	\$0.00
2000.15	FORCE MAIN MONITORING (CLAMP-ON METERS)	0	MD	\$175.00	\$0.00
SECTION 3000 MANHOLE SERVICES					
3000.01	360 DEGREE NASSCO LEVEL II MACP STANDARD MANHOLE CONDITION ASSESSMENT WITH INTERNAL IMAGES AND GPS DATA COLLECTION	100	EA	\$140.00	\$14,000.00
3000.02	STRUCTURAL MANHOLE CONDITION ASSESSMENT WITH INTERNAL IMAGES	0	EA	\$110.00	\$0.00
3000.03	360 DEGREE WET WELL CONDITION ASSESSMENT (LESS THAN OR EQUAL TO 8-FT DIAMETER)	0	EA	\$275.00	\$0.00
3000.04	360 DEGREE WET WELL CONDITION ASSESSMENT (GREATER THAN 8-FT DIAMETER)	0	EA	\$350.00	\$0.00
3000.05	UN-COVER BURIED MANHOLES LESS THAN 12" DEEP	0	EA	\$300.00	\$0.00
3000.06	REMOVAL OF STABILIZED DEBRIS IN MANHOLE INVERTS	0	EA	\$425.00	\$0.00
3000.07	INSTALLATION OF STAINLESS STEEL RAINSTOPPER DURING MANHOLE CONDITION ASSESSMENT	0	EA	\$400.00	\$0.00
3000.08	MANHOLE/WET WELL INSPECTION DATA MANAGEMENT	100	EA	\$25.00	\$2,500.00
3000.09	MANHOLE/WET WELL REHABILITATION RECOMMENDATIONS	0	EA	\$25.00	\$0.00
SECTION 4000 SMOKE TESTING					
4000.01	SMOKE TESTING	6,000	LF	\$0.60	\$3,600.00
4000.02	SMOKE TESTING DATA MANAGEMENT	6,000	LF	\$0.05	\$300.00
SECTION 5000 SANITARY SEWER LINE CLEANING					
5000.01	STANDARD CLEANING 6" - 10" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$2.25	\$0.00
5000.02	HEAVY CLEANING 6" - 10" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$3.00	\$0.00
5000.03	STANDARD CLEANING 6"-10" SANITARY SEWER NOT IN RIGHT OF WAY	6,000	LF	\$3.75	\$22,500.00
5000.04	HEAVY CLEANING 6" - 10" SANITARY SEWER NOT IN RIGHT OF WAY	2,000	LF	\$4.75	\$9,500.00
5000.05	STANDARD CLEANING 12" - 15" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$3.00	\$0.00
5000.06	HEAVY CLEANING 12" - 15" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$3.25	\$0.00
5000.07	STANDARD CLEANING 12"-15" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$4.75	\$0.00
5000.08	HEAVY CLEANING 12" - 15" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$5.75	\$0.00
5000.09	STANDARD CLEANING 16" - 18" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$6.25	\$0.00
5000.10	HEAVY CLEANING 16" - 18" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$8.25	\$0.00
5000.11	STANDARD CLEANING 16"-18" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$8.75	\$0.00
5000.12	HEAVY CLEANING 16" - 18" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$14.00	\$0.00
5000.13	STANDARD CLEANING 19" - 24" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$9.00	\$0.00
5000.14	HEAVY CLEANING 19" - 24" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$12.00	\$0.00
5000.15	STANDARD CLEANING 19"-24" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$10.00	\$0.00
5000.16	HEAVY CLEANING 19" - 24" SANITARY SEWER NOT IN RIGHT OF WAY	1,000	LF	\$24.00	\$24,000.00
5000.17	STANDARD CLEANING 25" - 30" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$10.00	\$0.00
5000.18	HEAVY CLEANING 25" - 30" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$19.00	\$0.00
5000.19	STANDARD CLEANING 25" - 30" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$25.00	\$0.00
5000.20	HEAVY CLEANING 25" - 30" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$35.00	\$0.00
5000.21	CLEANING OF >30" SANITARY SEWER	0	LF	TBD	
5000.22	SEWER DEBRIS DISPOSAL OFFSITE	0	TON	\$125.00	\$0.00
SECTION 6000 ROOT / GREASE / TAP CUTTING					
6000.01	ROOT / GREASE CUTTING IN 6" - 15" PIPE	0	LF	\$2.50	\$0.00
6000.02	ROOT / GREASE CUTTING IN 16" - 21" PIPE	0	LF	\$4.00	\$0.00
6000.03	ROOT / GREASE CUTTING IN 22" - 30" PIPE	0	LF	\$7.00	\$0.00
6000.04	CHEMICAL ROOT CONTROL IN 6" - 8" SEWER PIPE	0	LF	\$1.70	\$0.00
6000.05	CHEMICAL ROOT CONTROL IN 10" - 12" SEWER PIPE	0	LF	\$2.50	\$0.00
6000.06	CHEMICAL ROOT CONTROL IN 15" - 18" SEWER PIPE	0	LF	\$5.00	\$0.00
6000.07	CHEMICAL ROOT CONTROL IN 21" - 30" SEWER PIPE	0	LF	\$7.00	\$0.00
6000.08	REMOVAL OF PROTRUDING TAPS BY INTERNAL CUTTING	0	EA	\$350.00	\$0.00
SECTION 7000 CLOSED CIRCUIT TELEVISION INSPECTION					
7000.01	NASSCO PACP STANDARD CCTV INSPECTION <21" PIPE	9,000	LF	\$1.75	\$15,750.00
7000.02	NASSCO PACP STANDARD CCTV INSPECTION >21" PIPE	0	LF	\$2.50	\$0.00
7000.03	ADDITIONAL SETUP OF CCTV INSPECTION EQUIPMENT	0	EA	\$300.00	\$0.00
7000.04	CCTV INSPECTION OF SERVICE LATERALS (LATERAL LAUNCHING FROM MAINLINE)	0	EA	\$250.00	\$0.00
7000.05	CCTV INSPECTION OF SERVICE LATERALS (PUSH CAMERA FROM CLEANOUT)	0	EA	\$250.00	\$0.00
7000.06	CCTV INSPECTION DATA MANAGEMENT	9,000	LF	\$0.25	\$2,250.00
7000.07	SEWER PIPE REHABILITATION RECOMMENDATIONS	0	LF	\$0.25	\$0.00
SECTION 8000 BY-PASS PUMPING					
8000.01	SETUP OF 3"-4" BY-PASS PUMP	0	EA	\$2,000.00	\$0.00
8000.02	SETUP OF 6" BY-PASS PUMP	0	EA	\$3,000.00	\$0.00
8000.03	SETUP OF 8" BY-PASS PUMP	0	EA	\$4,000.00	\$0.00
8000.04	OPERATION OF 3"-4" BY-PASS PUMP	0	HR	\$60.00	\$0.00
8000.05	OPERATION OF 6" BY-PASS PUMP	0	HR	\$70.00	\$0.00
8000.06	OPERATION OF 8" BY-PASS PUMP	0	HR	\$80.00	\$0.00
SECTION 9000 MISCELLANEOUS FIELD SERVICES					
9000.01	TRAFFIC CONTROL	30	HR	\$75.00	\$2,250.00
9000.02	CLEANING WET WELLS	0	HR	\$450.00	\$0.00
9000.03	DYE TESTING - IN CONJUNCTION WITH CCTV INSPECTION OF 6"-12" PIPE	0	EA	\$450.00	\$0.00
9000.04	DYE TESTING - IN CONJUNCTION WITH CCTV INSPECTION OF 15"-30" PIPE	0	EA	\$600.00	\$0.00
9000.05	DYE TESTING - NOT IN CONJUNCTION WITH CCTV INSPECTION	0	EA	\$310.00	\$0.00
9000.06	SONAR INSPECTION OF SEWER PIPE	0	LF	\$7.00	\$0.00
9000.07	MULTI-SENSOR INSPECTION OF SEWER PIPE	0	LF	\$12.00	\$0.00
9000.08	ACCURATE MEASURING PROBE (AMP) PIPE ASSESSMENT	0	LF	\$2.75	\$0.00
9000.09	ZOOM CAMERA PIPE ASSESSMENT	0	EA	\$95.00	\$0.00
9000.10	ACOUSTIC PIPE ASSESSMENT	0	LF	\$0.50	\$0.00
9000.11	COMBINATION CLEANING TRUCK WITH OPERATOR AND HELPER < 10,000 LF (MIN. 8 HRS)	0	HR	\$400.00	\$0.00
9000.12	CCTV INSPECTION UNIT WITH OPERATOR AND HELPER < 10,000 LF (MIN. 8 HRS)	0	HR	\$350.00	\$0.00
9000.13	COMBINATION CLEANING TRUCK WITH OPERATOR AND HELPER AND CCTV INSPECTION UNIT WITH OPERATOR AND HELPER < 10,000 LF (MIN. 8 HRS)	0	HR	\$650.00	\$0.00
9000.14	EMERGENCY SEWER HAULING	0	GAL	\$0.85	\$0.00
9000.15	EASEMENT MACHINE WITH OPERATOR < 10,000 LF (MIN. 8 HRS)	0	HR	\$100.00	\$0.00
TOTAL:					\$101,650.00



DELIVERABLES

All inspection videos, photographs, a database including coding information and inspection reports will be submitted on an external USB hard drive and/or Box link at the conclusion of the project (weather dependent).

ELECTRONIC DELIVERABLE CONTAINS:

- All GPS points will be delivered in .SHP format
- Smoke testing electronic deliverable to include smoke testing report with pictures and GPS of smoke leaks
- Manhole condition assessment electronic deliverables to include access database with NASSCO level II MACP data
- CCTV electronic deliverables to include all CCTV footage and access database with NASSCO PACP data.



RE: Proposal for Sewer Evaluation Services in Huntsville, TX

Your signature will serve as **Notice to Proceed** on this project.

Name (Printed)_____

Title _____

Signature _____ Date _____

Respectfully Yours,

Josh Graham

Josh Graham

Business Development

Compliance EnviroSystems, LLC

C: (985) 502-5667

jgraham@ces-sses.com

www.ces-sses.com

November 11, 2024

Dr. Kathlie S. Jeng-Bulloch, PE, D.WRE, CFM
City Engineer
Director of Engineering Department
City of Huntsville, Texas



RE: RC-04 SANITARY SEWER EVALUATION STUDY (SSES); CITY OF HUNTSVILLE

Dear Dr. Jeng-Bulloch:

Freese and Nichols, Inc. (FNI) is pleased to submit the attached proposal, dated November 11, 2024, for a Sanitary Sewer Evaluation Study in the RC-04 sewershed for the City of Huntsville.

We appreciate this opportunity to assist the City of Huntsville. If additional information or clarification is desired, please do not hesitate to contact us at (832) 456-4732 or via e-mail at kendall.ryan@freese.com. If you are in agreement with the services described in Exhibit 1 and wish for us to proceed with this project, please return a final professional services agreement for execution.

We are looking forward to working with you on this important study.

Sincerely,



Kendall Ryan, PE
Associate/Project Manager
Freese and Nichols, Inc.



Richard Weatherly, PE
Vice President/Principal-In-Charge
Freese and Nichols, Inc.



CITY OF HUNTSVILLE

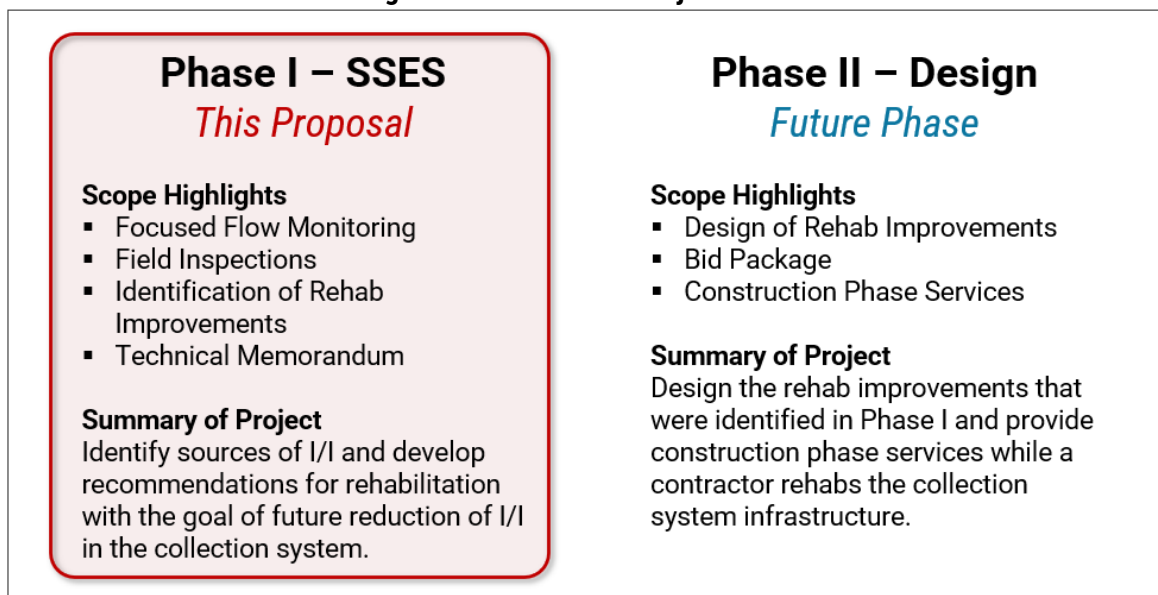
RC-04 SANITARY SEWER EVALUATION STUDY (SSES) – PHASE I

PROPOSAL FOR ENGINEERING SERVICES

PROJECT UNDERSTANDING AND BACKGROUND

- ▶ It is Freese and Nichols' (FNI's) understanding that the City of Huntsville (City) is requesting to amend the ongoing *Water and Wastewater Capacity Study* with a sanitary sewer evaluation study (SSES) project for the RC-04 basin. The RC-04 basin is a portion of the City's wastewater collection system in the Robinson Creek Wastewater Treatment Plant (WWTP) service area to the west of IH-45.
- ▶ FNI understands the City would like to conduct the RC-04 SSES Project in two phases (Phase I and Phase II). *This proposal is for Phase I only.* See **Figure 1** for a summary of both phases.
- ▶ SSES projects utilize field activities such as manhole inspections, closed circuit television (CCTV), and smoke testing to identify locations where undesirable inflow and infiltration (I/I) is entering the wastewater collection system gravity lines and manholes. Once identified, rehabilitation (rehab) recommendations can be developed and the City can contract for rehab of the collection system.
- ▶ As part of the City's *2016 Water and Wastewater Condition and Capacity Assessment Studies*, FNI deployed flow monitors and identified multiple SSES projects in basins across the City with the goal of reducing levels of inflow and infiltration (I/I). FNI then conducted SSES activities in two of the identified basins (RC-01 and AJ-12) as part of the 2016 study.
- ▶ The requested amendment (see scope below) would add SSES activities in the RC-04 basin to FNI's ongoing *Water and Wastewater Capacity Study*.

Figure 1 – RC-04 SSES Project Phases



Note: The RC-04 SSES study area is shown on **Figure 2** on the following page.

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 11, 2024

Figure 2 – RC-04 SSES Project Study Area

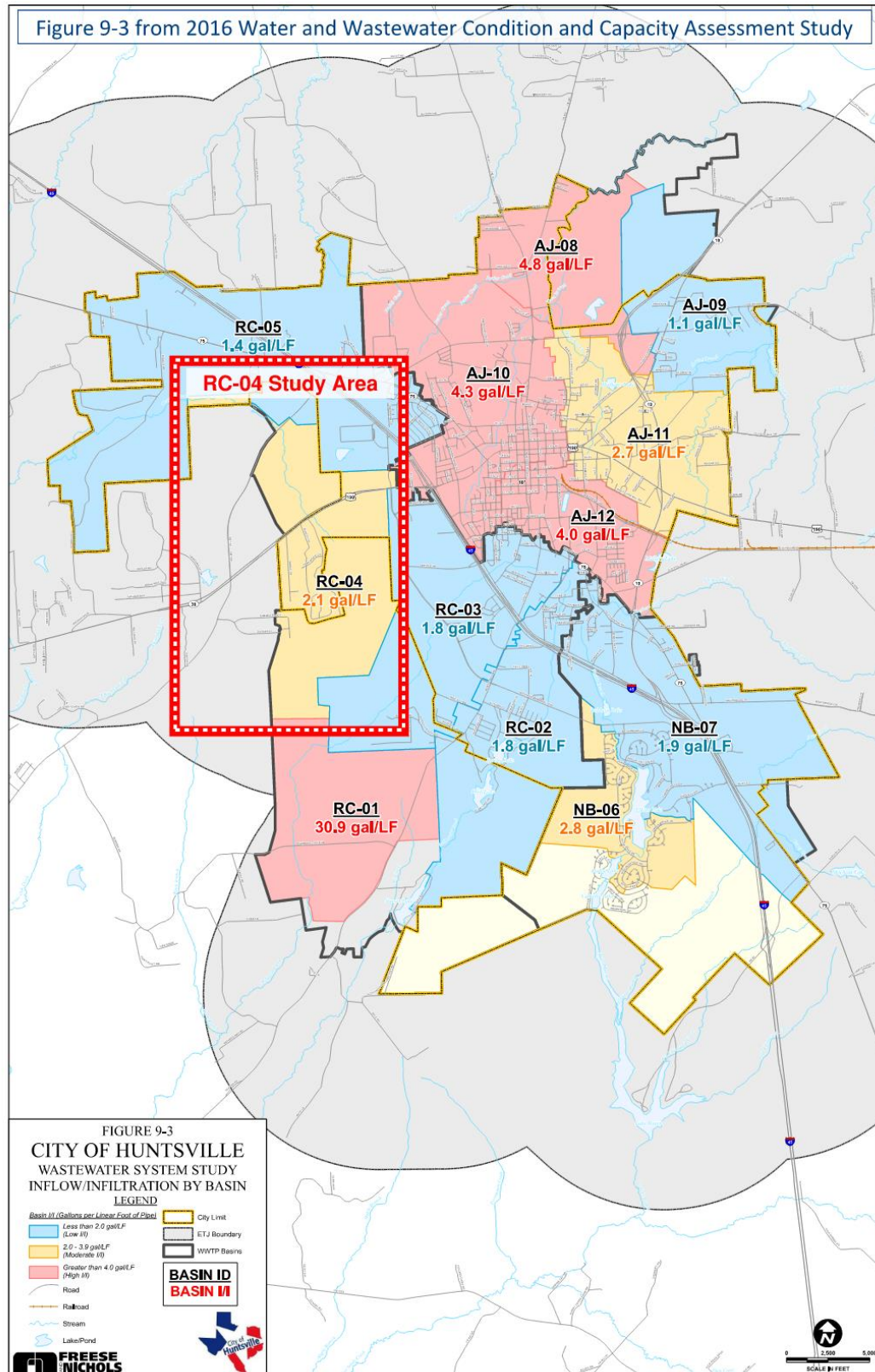


EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 11, 2024

The SSES project tasks are broken down in **Table 1**:

Table 1: RC-04 SSES Phase I Tasks

Task	Task Description
Basic Services	
A	Kickoff Meeting and Coordination
B	Targeted Flow Monitoring
C	SSES Field Activities and Rehab Improvement Recommendations

BASIC SERVICES: Freese and Nichols, Inc. (FNI) may render the following professional services to the City of Huntsville (OWNER) in connection with the project, described as: RC-04 Sanitary Sewer Evaluation Study Phase I.

TASK A: KICKOFF MEETING AND COORDINATION

A1. SSES Kickoff Meeting

FNI will conduct a kickoff meeting with the City to review the SSES scope, goals, project team members and schedule. FNI will provide the City with a data request memorandum identifying data needs. The meeting will include discussion of the following:

- Scheduling and project coordination
- Key City personnel for field work coordination
- Information and data needs from the City

A2. Data Collection and Review

FNI will coordinate with City staff to collect data as specified in the data request memorandum.

TASK B: TARGETED FLOW MONITORING

B1. Preliminary Flow Monitor Locations and Sub Basin Delineation

FNI will select preliminary locations for targeted flow monitoring and delineate corresponding sub basins in GIS.

B2. Flow Monitor Field Inspections

FNI will conduct field inspections of the selected flow monitor locations to confirm suitability for flow monitoring. Items to be investigated include accessibility, hydraulic conditions, and debris depth. FNI will notify City staff of any sites that require cleaning prior to flow monitoring. Any required cleaning prior to flow monitor installation will be the responsibility of the City.

B3. Targeted Flow Monitoring and Rain Gauge Data Collection

FNI will conduct sewer flow monitoring at selected locations for sixty (60) consecutive days. Up to six (6) flow monitors shall be used for targeted flow monitoring. Flow monitors shall be calibrated prior to installation and maintained routinely during the field monitoring period. One temporary rain gauge will also

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 11, 2024

be installed to obtain storm event intensity and duration information. The rain gauge shall be calibrated prior to installation. The subconsultant proposal for flow monitoring is provided as **Exhibit 2**.

B4. Flow Monitor Data Analysis and Sub Basin I/I Ranking

FNI will evaluate the flow monitor and rainfall data. Hydrographs and flow depth plots will be created for each flow monitor site and will include the observed rainfall intensities. The discrete inflow and infiltration (I/I) within each of the sub basins will be calculated, and the sub basins will be ranked according to I/I. GIS mapping will be created to show the I/I results by sub basin.

B5. Proposed Sub Basins for SSES Field Activities

FNI will select sub basins for SSES field activities (**Task C**). Multiple sub basins may be selected based on a set of factors that could include:

- Quantity of I/I calculated in **Task B4** (I/I Ranking)
- Shallow sewer pipes at a greater risk of sanitary sewer overflows
- Existing infrastructure capacity for wet weather peak flow conveyance

The number of sub basins selected for field activities will be determined with the City based on accessibility needs to access the gravity lines and manholes and the not-to-exceed quantities shown in **Table 2**. GIS mapping will be created to show the selected sub basins for SSES field activities.

B6. Meeting – Discuss Flow Monitoring Results and Proposed Sub Basins for SSES Field Activities

FNI will meet with City staff to discuss the results of the targeted flow monitoring and sub basin I/I rankings. The proposed sub basins for SSES field activities will be presented, along with selection criteria. FNI will solicit staff comments.

EXHIBIT 1

RC-04 Sanitary Sewer Evaluation Study - Phase I
November 11, 2024



TASK C: SSES FIELD ACTIVITIES AND REHAB IMPROVEMENT RECOMMENDATIONS

FNI will conduct SSES field activities in the agreed upon sub basins from **Task B6**. The purpose of the field activities is to identify specific pipe and manhole defects contributing to I/I in the collection system and to develop rehab recommendations to mitigate capacity impacts from I/I. SSES field activities shall consist of smoke testing, CCTV, and manhole inspections up to the quantities listed in **Table 2**. The actual quantities inspected will be based on the level of cleaning required and accessibility of the gravity lines and manholes. The subconsultant proposal for SSES Field Activities is provided as **Exhibit 3**.

Table 2: Total Not to Exceed Project Quantities for SSES Field Activities

SSES Field Activity	Not to Exceed Quantity
Smoke Testing	4,000 Linear Feet
CCTV	3,500 Linear Feet
Manhole Inspections	40 Manholes

C1. Meeting – SSES Field Activities Kickoff Meeting

FNI will facilitate a meeting with FNI field personnel and City staff to discuss overall field inspection goals and schedule. FNI will provide mapping of the field inspection study area and review access, schedule, public notification, and other relevant considerations for field work with City staff.

C2. Smoke Testing

FNI will smoke test up to 4,000 linear feet of gravity line in the RC-04 Basin. The purpose of smoke testing is to identify public side defects in gravity lines and manholes, and private site defects in laterals and cleanout caps. Public notification will be provided in English and Spanish, and communication will be maintained with residents and customers throughout the smoke testing process. The City will provide:

- Access to the manholes, including the opening and sealing of each manhole
- Any required manhole uncovering

Note: This scope of services does not include the development of rehab recommendations for private-side sewer defects. The City will be notified of any private defects identified via smoke testing.

C3. CCTV and Manhole Inspections

The specific pipes and manholes identified for CCTV and manhole inspection will be discussed with City staff prior to commencing field activities.

Closed-Circuit Television (CCTV) of Gravity Lines

FNI will perform cleaning and conduct CCTV on the selected gravity lines in the sub basins, up to 3,500 linear feet. The CCTV will be coded for defects and observations according to NASSCO PACP standards. The City

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 11, 2024

will provide the following:

- Access to the manholes (including any required uncovering) and any required flow diversion, bypass pumping, and operation of lift stations.
- A site for local disposal of sludge.
- A means for providing water such as a mobile meter or fire hydrant hookup.

Manhole Inspections

FNI will conduct inspections of the sanitary sewer manholes in the sub basins, up to 40 manholes. The manhole inspections will be coded for defects and observations according to NASSCO MACP Level II standards. The City will provide the following:

- Access to the manholes
- Any required manhole uncovering

C4. SSES Results Analysis, Rehab Improvement Recommendations, and Costs

FNI will analyze the results of the SSES field activities and provide mapping and/or tabular summary data as appropriate. FNI will develop rehabilitation recommendations for identified defects on public wastewater system assets, with the goal of reducing I/I in the collection system and associated excessive surcharging. Planning level opinion of probable construction costs will be developed for the rehab recommendations.

Note: This scope of services does not include the development of rehab recommendations for private-side sewer defects. The City will be notified of any private defects identified.

C5. Meeting – Review SSES Results, Rehab Recommendations, and Costs

FNI will meet with City staff to review the results and deliverables from the SSES field inspection activities. The rehab recommendations will be presented, along with planning level opinion of probable construction costs.

C6. Draft Technical Memorandum (TM) – SSES Results and Rehab Recommendations

FNI will prepare a draft Technical Memorandum (TM) documenting the process, findings, rehab recommendations, and planning level opinion of probable construction costs developed during the SSES field activities task. Mapping of SSES results and rehab recommendations will be included. FNI will provide an electronic copy of the TM to City staff for review.

C7. Meeting – Review and Discuss Draft TM

FNI will meet with City staff to discuss the draft TM. Comments will be solicited and addressed.

C8. Final Technical Memorandum (TM) – SSES Results and Rehab Recommendations

FNI will incorporate staff comments on the TM and deliver one electronic PDF copy and three (3) hard copies of the Final TM.

EXHIBIT 1



RC-04 Sanitary Sewer Evaluation Study - Phase I
November 11, 2024

Summary of Meetings

- Project Kickoff Meeting
- Up to four (4) coordination and progress meetings with City staff with topics including:
 - Discuss Flow Monitoring Results and Proposed Sub Basins for SSES Field Activities
 - SSES Field Activities Kickoff Meeting
 - Review SSES Results, Rehab Recommendations, and Costs
 - Review and Discuss Draft TM

List of Deliverables

- Draft RC-04 Sanitary Sewer Evaluation Study Phase I Report
- Final RC-04 Sanitary Sewer Evaluation Study Phase I Report

Summary of Fee for Engineering Services

FNI proposes to perform the basic services outlined in the above sections for a total **lump sum project fee of \$149,000**, as shown in **Table 3**.

Table 3: Summary of Fee for Engineering Services

Basic Services			
Task	Task Description	Fee	Fee Type
A	Kickoff Meeting and Coordination	\$9,000	Lump Sum
B	Targeted Flow Monitoring	\$50,000	
C	SSES Field Activities and Rehab Improvement Recommendations	\$90,000	
Total Project Fee		\$149,000	

TIME OF COMPLETION: FNI is authorized to commence work on the Project upon execution of a professional services agreement and agrees to complete the basic services as follows:

- Flow Monitor Data Analysis and I/I Ranking – 150 days after NTP
- Draft RC-04 Sanitary Sewer Evaluation Study Phase I Report – 150 days after completion of Flow Monitor Data Analysis and I/I Ranking
- Final RC-04 Sanitary Sewer Evaluation Study Phase I Report – 15 days after receiving City Comments

If FNI's services are delayed through no fault of FNI, FNI shall be entitled to adjust contract schedule consistent with the number of days of delay. These delays may include but are not limited to delays in City or regulatory reviews, delays on the flow of information to be provided to FNI, governmental approvals, etc. These delays may result in an adjustment to compensation as outlined on the face of this Agreement.

EXHIBIT 2

RC-04 Sanitary Sewer Evaluation Study - Phase I
November 11, 2024



EXHIBIT 2: FLOW MONITORING PROPOSAL



November 6, 2024

Mr. Ben Miller P.E.
Freese and Nichols, Inc.
11200 Broadway St. Suite 2332
Pearland, Texas 77584

Re: Huntsville, TX I/I Study

Dear Mr. Miller,

We are pleased to submit our proposal to perform a flow monitoring study for Freese & Nichols Inc. within the Huntsville, TX wastewater collection system. We believe we are uniquely qualified to assist you with this project, given my thirty seven years of experience performing similar projects.

Our proposal is valid for sixty (60) days and is subject to the terms and conditions of the Master Subconsultant Agreement between Freese & Nichols, Inc. and ADS Environmental Services. We are prepared to begin this project within one week of receipt of a signed copy of this document.

We look forward to working with you on this and other future projects. Thank you for the opportunity to propose on your requirements. If you have any questions regarding this proposal, please do not hesitate to call me at (281) 933-0951.

Sincerely,

A handwritten signature in blue ink, appearing to read "Chuck Franklin". The signature is fluid and cursive.

Chuck Franklin
Sr. Project Manager

ADS Environmental Services
10630 Rockley, Houston TX 77099
Phone 281 933-0951, email: cfranklin@idexcorp.com

Attachment A

Proposed Scope of Work

ADS Environmental Service ("ADS") will provide a temporary flow monitoring study to collect data at as out lined in the fee schedule options below. It will be performed in three phases as set forth below:

Phase I – Mobilization

- 1) **Kick-off Meeting.** Phase I will begin with a kick-off meeting between representatives of the Client and ADS. The purpose of the kick-off meeting is to discuss project scope, establish lines of communication, set milestones, and set the project schedule.
- 2) **Site Locations.** ADS will work with the Client to identify/verify the location of monitor installation.
- 3) **Site Investigations.** Once the installation sites have been determined, ADS field crew(s) will perform site investigations. ADS will utilize a standard 2-person field crew for fieldwork and comply with Federal standards for confined-space entry. The proposed flow monitoring location will be located, inspected, and verified for hydraulic suitability. ADS will also check for debris in the manhole that could impact data quality and coordinate any required cleaning efforts with the Client or operator. ADS field crews will look for evidence and signs of erratic flow patterns. ADS will also investigate adjacent manholes in order to identify the best monitoring locations.
- 4) **Site Reports & Safety Plan.** Site reports will be generated upon completion of the site investigations. The site reports will include a sketch of the general location, physical characteristics and diameters of the proposed monitoring locations, manhole depths, and flow measurements. A "Site Safety Plan" will also be completed as part of the site investigation phase of the project; this will include comments pertinent to the monitoring location such as any special traffic or safety issues. Final site locations to be approved by the Client.
- 5) **Equipment.** ADS will utilize the ADS® Model 8000™ flow monitor during the course of this project. A typical monitor installation will include an ultrasonic depth sensor that will be mounted at the crown of the pipe; a redundant pressure depth sensor mounted at the invert; and a Doppler velocity sensor also mounted at

ADS Environmental Services
10630 Rockley, Houston TX 77099
Phone 281 933-0951, email: cfranklin@idexcorp.com

or near the invert. A pump station monitoring device will be utilized in the event that gravity sites are not available.

- 6) **Monitor Activation**. Once installed, the monitors will be activated and set to take readings at 5-minute intervals. ADS Field crews will take manual depth readings with a ruler and velocity readings with a portable, instantaneous velocity meter in order to confirm the monitor is collecting accurate data based on the actual existing hydraulic conditions at each location.

Phase II – Flow Monitoring

- 1) **Data Collection and Equipment Maintenance**. Field crews will collect the flow data on a regular basis (e.g. weekly) and perform site analysis and site confirmations as necessary. ADS is an ISO 9001 certified company and has proprietary internal quality procedures for all fieldwork. During the course of the project and as part of ADS's quality control program, the field manager will also visit each location and reconfirm that the monitor is in proper working condition. This includes cleaning depth and velocity sensors, confirmations as needed, and checking an installation to make sure that the ring is secure in the pipe. The ADS data analyst will also review the data on a regular basis throughout the monitoring period.

Phase III – Final Report & Prism Data Delivery

- 1) **Data Review.** Upon completion of the monitoring period, a trained ADS Data Analyst will edit and finalize the data. The data analyst will directly calculate flow using the continuity equation from recorded depth and average velocity data. Flow quantities as determined by the continuity equation will be plotted. The analyst will also utilize scatter plots (depth vs. velocity readings) both to verify monitor accuracy.
- 2) **Data Delivery and Final Report.** ADS will provide a Final Electronic version I/I Report to the Engineer within 30 days of the end of the monitoring period (and any approved extensions) The data deliverables will include:
 - Final flow data in electronic format (hydrographs including Rain, Velocity, Depth, Qfinal)
 - A Technical Memorandum that discusses field data collection (including all field installation forms) and RDII analysis
 - Hydrographs indicating the dry weather and wet weather flow rates
 - Scattergraphs with Best-Fit and ISO-Q Lines Plotted
 - Actual peak hourly flow vs. in-situ capacity for each measured pipe location.
 - Priority ranking of the basins, based on I/I.
 - Design storm peak inflow rates represented on logarithmic scales based on non-surcharging rains
 - Volumetric Analysis (Normalized/LF of Pipe and Un-Normalized)
 - Rainfall Analysis DDF or Similar Rainfall Frequency Statistics
 - Rain Dependent Inflow Infiltration (RDII) Analysis

NOTE: ADS's flow monitors are capable of providing very accurate and precise (repeatable) flow data. However, under some complex hydraulic conditions such as frequent backwater, surcharging, reverse flows, and complex bends in the flow path leading to and from the associated manhole in which the flow monitor is placed, the accuracy of the data is diminished. It is important that the Client understand that ADS's temp flow monitoring equipment is some of the best available in capturing flow data in complex hydraulic situations, but that accuracy may be compromised in locations immediately upstream of pump stations or other such locations where the above listed hydraulic conditions can sometimes be persistent.

ADS Environmental Services
10630 Rockley, Houston TX 77099
Phone 281 933-0951, email: cfranklin@idexcorp.com

Freese & Nichols Inc. Responsibilities:

F&N will perform the following functions in connection with this Project:

- 1) Access to the site of work with sufficient area for placement of personnel and equipment, including all right-of-way and ramps, if required. This includes, but is not limited to, exposing manholes, clearing easements and/or constructing roads or ramps suitable for truck/van, if necessary.
- 2) Pay all local licenses and permits fees, if required.
- 3) Assist in obtaining and complying with any special permits.
- 4) Any information concerning bypasses, overflows, base flows, critical surcharge areas, and maintenance habits.

Proposed Pricing

The estimated fee to complete the Project Scope of Work is as follows:

Task Flow Monitoring 60 Days 6 Meters & 1 Rain Gauges		
Mobilization	Mobilization of crews and equipment.	\$2,000.00
Flow Monitoring	6 meters for a duration of 60 days	\$19,400.00
Rain Gauges	1 rain gauges for a duration of 60 days.	\$ 4,000.00
Final Report	Final Data Delivery.	\$4,000.00
Total*		\$29,400.00
Extension	Two week, (14 days) Extension Flow Monitoring.	\$4,800.00

*Pricing Assumptions: Mobilization is billed upon contract execution; no prevailing wages or W/MBE requirements; light traffic and standard traffic control requirements assumed (traffic cones); no night work assumed.

ADS Environmental Services
10630 Rockley, Houston TX 77099
Phone 281 933-0951, email: cfranklin@idexcorp.com

EXHIBIT 3

RC-04 Sanitary Sewer Evaluation Study - Phase I
November 11, 2024



EXHIBIT 3: SSES FIELD ACTIVITIES PROPOSAL



November 7, 2024

Ben Miller
Freese and Nichols, Inc. (Herein Referred to as the Engineer)
11200 Broadway, Suite 2320
Pearland, TX 77854
T: 281.886.3444
ben.miller@freese.com

RE: Proposal for Sewer Evaluation Services in Huntsville, TX

Mr. Miller:

In response to your request, Compliance EnviroSystems, LLC (CES) is pleased to provide you with a proposal for professional services on the above referenced project.

The following sections are provided for your review:

1. Fee Schedule
2. Deliverables
3. Notice to Proceed

Please review these documents carefully. If you are in agreement, please sign where indicated and return by e-mail to jgraham@ces-sses.com. Upon receipt of your approval, our Operations Manager will schedule your project.

Thank you for the opportunity to submit this proposal. If selected, CES will provide our services at the highest professional level.

If you have any questions, please feel free to contact me by phone (985) 502-5667 or e-mail at any time.

SOUND DATA. SOLID CONCLUSIONS.

Attachment A Master Services Agreement (MSA) Fee Schedule Sewer System Evaluation Services (SSES)					
ITEM NO.	SERVICE DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENDED PRICE
SECTION 1000 MOBILIZATION/DEMOBILIZATION					
1000.01	MOBILIZATION / DEMOBILIZATION OF EQUIPMENT & CREWS	1	EA	\$5,000.00	\$5,000.00
SECTION 2000 FLOW MONITORING SERVICES					
2000.01	TEMPORARY FLOW MONITORING (1-10 METERS)	0	MD	\$165.00	\$0.00
2000.02	TEMPORARY FLOW MONITORING (1-10 METERS) - AFTER 60 DAYS	0	MD	\$100.00	\$0.00
2000.03	TEMPORARY FLOW MONITORING (11-24 METERS)	0	MD	\$115.00	\$0.00
2000.04	TEMPORARY FLOW MONITORING (11-24 METERS) - AFTER 60 DAYS	0	MD	\$95.00	\$0.00
2000.05	TEMPORARY FLOW MONITORING (25-49 METERS)	0	MD	\$105.00	\$0.00
2000.06	TEMPORARY FLOW MONITORING (25-49 METERS) - AFTER 60 DAYS	0	MD	\$90.00	\$0.00
2000.07	TEMPORARY FLOW MONITORING (50 OR MORE METERS)	0	MD	\$90.00	\$0.00
2000.08	TEMPORARY FLOW MONITORING (50 OR MORE METERS) - AFTER 60 DAYS	0	MD	\$80.00	\$0.00
2000.09	LONG TERM FLOW MONITORING - 1 YEAR MINIMUM	0	METER/MONTH	\$500.00	\$0.00
2000.10	TEMPORARY RAIN GAUGES	0	GD	\$30.00	\$0.00
2000.11	LONG TERM RAIN GAUGES	0	GAUGE/MONTH	\$200.00	\$0.00
2000.12	NIGHT FLOW ISOLATION	0	EA	\$500.00	\$0.00
2000.13	PUMP STATION DRAW/FILL TEST (1-2 PUMPS)	0	EA	\$2,500.00	\$0.00
2000.14	PUMP STATION DRAW/FILL TEST (3-4 PUMPS)	0	EA	\$3,500.00	\$0.00
2000.15	FORCE MAIN MONITORING (CLAMP-ON METERS)	0	MD	\$175.00	\$0.00
SECTION 3000 MANHOLE SERVICES					
3000.01	360 DEGREE NASSCO LEVEL II MACP STANDARD MANHOLE CONDITION ASSESSMENT WITH INTERNAL IMAGES AND GPS DATA COLLECTION	40	EA	\$140.00	\$5,600.00
3000.02	STRUCTURAL MANHOLE CONDITION ASSESSMENT WITH INTERNAL IMAGES	0	EA	\$110.00	\$0.00
3000.03	360 DEGREE WET WELL CONDITION ASSESSMENT (LESS THAN OR EQUAL TO 8-FT DIAMETER)	0	EA	\$275.00	\$0.00
3000.04	360 DEGREE WET WELL CONDITION ASSESSMENT (GREATER THAN 8-FT DIAMETER)	0	EA	\$350.00	\$0.00
3000.05	UN-COVER BURIED MANHOLES LESS THAN 12" DEEP	0	EA	\$300.00	\$0.00
3000.06	REMOVAL OF STABILIZED DEBRIS IN MANHOLE INVERTS	0	EA	\$425.00	\$0.00
3000.07	INSTALLATION OF STAINLESS STEEL RAINSTOPPER DURING MANHOLE CONDITION ASSESSMENT	0	EA	\$400.00	\$0.00
3000.08	MANHOLE/WET WELL INSPECTION DATA MANAGEMENT	40	EA	\$25.00	\$1,000.00
3000.09	MANHOLE/WET WELL REHABILITATION RECOMMENDATIONS	0	EA	\$25.00	\$0.00
SECTION 4000 SMOKE TESTING					
4000.01	SMOKE TESTING	4,000	LF	\$0.60	\$2,400.00
4000.02	SMOKE TESTING DATA MANAGEMENT	4,000	LF	\$0.05	\$200.00
SECTION 5000 SANITARY SEWER LINE CLEANING					
5000.01	STANDARD CLEANING 6" - 10" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$2.25	\$0.00
5000.02	HEAVY CLEANING 6" - 10" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$3.00	\$0.00
5000.03	STANDARD CLEANING 6"-10" SANITARY SEWER NOT IN RIGHT OF WAY	2,000	LF	\$3.75	\$7,500.00
5000.04	HEAVY CLEANING 6" - 10" SANITARY SEWER NOT IN RIGHT OF WAY	1,000	LF	\$4.75	\$4,750.00
5000.05	STANDARD CLEANING 12" - 15" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$3.00	\$0.00
5000.06	HEAVY CLEANING 12" - 15" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$3.25	\$0.00
5000.07	STANDARD CLEANING 12"-15" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$4.75	\$0.00
5000.08	HEAVY CLEANING 12" - 15" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$5.75	\$0.00
5000.09	STANDARD CLEANING 16" - 18" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$6.25	\$0.00
5000.10	HEAVY CLEANING 16" - 18" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$8.25	\$0.00
5000.11	STANDARD CLEANING 16"-18" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$8.75	\$0.00
5000.12	HEAVY CLEANING 16" - 18" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$14.00	\$0.00
5000.13	STANDARD CLEANING 19" - 24" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$9.00	\$0.00
5000.14	HEAVY CLEANING 19" - 24" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$12.00	\$0.00
5000.15	STANDARD CLEANING 19"-24" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$10.00	\$0.00
5000.16	HEAVY CLEANING 19" - 24" SANITARY SEWER NOT IN RIGHT OF WAY	500	LF	\$24.00	\$12,000.00
5000.17	STANDARD CLEANING 25" - 30" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$10.00	\$0.00
5000.18	HEAVY CLEANING 25" - 30" SANITARY SEWER IN RIGHT OF WAY	0	LF	\$19.00	\$0.00
5000.19	STANDARD CLEANING 25" - 30" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$25.00	\$0.00
5000.20	HEAVY CLEANING 25" - 30" SANITARY SEWER NOT IN RIGHT OF WAY	0	LF	\$35.00	\$0.00
5000.21	CLEANING OF >30" SANITARY SEWER	0	LF	TBD	
5000.22	SEWER DEBRIS DISPOSAL OFFSITE	0	TON	\$125.00	\$0.00
SECTION 6000 ROOT / GREASE / TAP CUTTING					
6000.01	ROOT / GREASE CUTTING IN 6" - 15" PIPE	0	LF	\$2.50	\$0.00
6000.02	ROOT / GREASE CUTTING IN 16" - 21" PIPE	0	LF	\$4.00	\$0.00
6000.03	ROOT / GREASE CUTTING IN 22" - 30" PIPE	0	LF	\$7.00	\$0.00
6000.04	CHEMICAL ROOT CONTROL IN 6" - 8" SEWER PIPE	0	LF	\$1.70	\$0.00
6000.05	CHEMICAL ROOT CONTROL IN 10" - 12" SEWER PIPE	0	LF	\$2.50	\$0.00
6000.06	CHEMICAL ROOT CONTROL IN 15" - 18" SEWER PIPE	0	LF	\$5.00	\$0.00
6000.07	CHEMICAL ROOT CONTROL IN 21" - 30" SEWER PIPE	0	LF	\$7.00	\$0.00
6000.08	REMOVAL OF PROTRUDING TAPS BY INTERNAL CUTTING	0	EA	\$350.00	\$0.00
SECTION 7000 CLOSED CIRCUIT TELEVISION INSPECTION					
7000.01	NASSCO PACP STANDARD CCTV INSPECTION <21" PIPE	3,500	LF	\$1.75	\$6,125.00
7000.02	NASSCO PACP STANDARD CCTV INSPECTION >21" PIPE	0	LF	\$2.50	\$0.00
7000.03	ADDITIONAL SETUP OF CCTV INSPECTION EQUIPMENT	0	EA	\$300.00	\$0.00
7000.04	CCTV INSPECTION OF SERVICE LATERALS (LATERAL LAUNCHING FROM MAINLINE)	0	EA	\$250.00	\$0.00
7000.05	CCTV INSPECTION OF SERVICE LATERALS (PUSH CAMERA FROM CLEANOUT)	0	EA	\$250.00	\$0.00
7000.06	CCTV INSPECTION DATA MANAGEMENT	3,500	LF	\$0.25	\$875.00
7000.07	SEWER PIPE REHABILITATION RECOMMENDATIONS	0	LF	\$0.25	\$0.00
SECTION 8000 BY-PASS PUMPING					
8000.01	SETUP OF 3"-4" BY-PASS PUMP	0	EA	\$2,000.00	\$0.00
8000.02	SETUP OF 6" BY-PASS PUMP	0	EA	\$3,000.00	\$0.00
8000.03	SETUP OF 8" BY-PASS PUMP	0	EA	\$4,000.00	\$0.00
8000.04	OPERATION OF 3"-4" BY-PASS PUMP	0	HR	\$60.00	\$0.00
8000.05	OPERATION OF 6" BY-PASS PUMP	0	HR	\$70.00	\$0.00
8000.06	OPERATION OF 8" BY-PASS PUMP	0	HR	\$80.00	\$0.00
SECTION 9000 MISCELLANEOUS FIELD SERVICES					
9000.01	TRAFFIC CONTROL	0	HR	\$75.00	\$0.00
9000.02	CLEANING WET WELLS	0	HR	\$450.00	\$0.00
9000.03	DYE TESTING - IN CONJUNCTION WITH CCTV INSPECTION OF 6"-12" PIPE	0	EA	\$450.00	\$0.00
9000.04	DYE TESTING - IN CONJUNCTION WITH CCTV INSPECTION OF 15"-30" PIPE	0	EA	\$600.00	\$0.00
9000.05	DYE TESTING - NOT IN CONJUNCTION WITH CCTV INSPECTION	0	EA	\$310.00	\$0.00
9000.06	SONAR INSPECTION OF SEWER PIPE	0	LF	\$7.00	\$0.00
9000.07	MULTI-SENSOR INSPECTION OF SEWER PIPE	0	LF	\$12.00	\$0.00
9000.08	ACCURATE MEASURING PROBE (AMP) PIPE ASSESSMENT	0	LF	\$2.75	\$0.00
9000.09	ZOOM CAMERA PIPE ASSESSMENT	0	EA	\$95.00	\$0.00
9000.10	ACOUSTIC PIPE ASSESSMENT	0	LF	\$0.50	\$0.00
9000.11	COMBINATION CLEANING TRUCK WITH OPERATOR AND HELPER < 10,000 LF (MIN. 8 HRS)	0	HR	\$400.00	\$0.00
9000.12	CCTV INSPECTION UNIT WITH OPERATOR AND HELPER < 10,000 LF (MIN. 8 HRS)	0	HR	\$350.00	\$0.00
9000.13	COMBINATION CLEANING TRUCK WITH OPERATOR AND HELPER AND CCTV INSPECTION UNIT WITH OPERATOR AND HELPER < 10,000 LF (MIN. 8 HRS)	0	HR	\$650.00	\$0.00
9000.14	EMERGENCY SEWER HAULING	0	GAL	\$0.85	\$0.00
9000.15	EASEMENT MACHINE WITH OPERATOR < 10,000 LF (MIN. 8 HRS)	0	HR	\$100.00	\$0.00
TOTAL:					\$45,450.00



DELIVERABLES

All inspection videos, photographs, a database including coding information and inspection reports will be submitted on an external USB hard drive and/or Box link at the conclusion of the project (weather dependent).

ELECTRONIC DELIVERABLE CONTAINS:

- All GPS points will be delivered in .SHP format
- Smoke testing electronic deliverable to include smoke testing report with pictures and GPS of smoke leaks
- Manhole condition assessment electronic deliverables to include access database with NASSCO level II MACP data
- CCTV electronic deliverables to include all CCTV footage and access database with NASSCO PACP data.



RE: Proposal for Sewer Evaluation Services in Huntsville, TX

Your signature will serve as **Notice to Proceed** on this project.

Name (Printed)_____

Title _____

Signature _____ Date _____

Respectfully Yours,

Josh Graham

Josh Graham

Business Development

Compliance EnviroSystems, LLC

C: (985) 502-5667

jgraham@ces-sses.com

www.ces-sses.com



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 2.a.

Agenda Item: First Reading - Consider adoption of Ordinance 2024-29, amending Chapter 46 Utilities, Article II, Waters and Sewers, Division 4 Water, of the Code of Ordinances of the City of Huntsville and adopting rules and regulations for the maintenance and operation of the City of Huntsville system.

Initiating Department/Presenter: Finance

Presenter:

Lance Hall, Assistant Finance Director

Recommended Motion: No action required; however, if the Council wishes to waive the two reading requirement, an appropriate motion would be:

Move to waive the two reading requirement and approve Ordinance 2024-29, amending Chapter 46, Utilities, Sec. 46-105 of the Code of Ordinances of the City of Huntsville, Texas to increase the number of adjustments due to unusual circumstances allowed during a rolling 12-month average from one to two.

Strategic Initiative: Strategic Priority #3, Quality of Life – Establish an environment where citizens can thrive and enjoy the city in which they live. Provide services that enhance the quality of life for all, with focus on the full life cycle (children, students, families, and retirees) - by creating amenities that support physical, mental and social well-being. Support access to quality health services, education, housing, transportation, recreation and natural environment.

Discussion: The City recognizes that the provision of water and wastewater services directly influences sound growth and development of properties within and outside the City's limits. The revision of Chapter 46 Utilities, Article II, Waters and Sewers, Division 4 Utility Accounts of the Code of Ordinances that is being considered in this agenda item is needed to increase the number of adjustments due to unusual circumstances allowed during a rolling 12-month average from one to two. The revisions allow customers added security in case they receive multi-leaks during the year.

Previous Council Action: During the October 15, 2024, council meeting, the council directed staff to bring back an ordinance increasing the number of adjustments allowed in a 12-month period from one to two.

Financial Implications: There will be loss of revenue due to the added adjustments.

Approvals:

Brent Sherrod

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information:

1. Ordinance 2024-29 amending chapter 46 sec 105

ORDINANCE NO. 2024 -29

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, TEXAS AMENDING CHAPTER 46 “UTILITIES”, ARTICLE 2 “WATER AND SEWER”, DIVISION 4, ADOPTING RULES AND REGULATIONS HEREIN SET FORTH FOR THE MAINTENANCE AND OPERATION OF THE CITY OF HUNTSVILLE SYSTEM; PROVIDING FOR THE SAFETY AND HEALTH FOR THE CITIZENS OF HUNTSVILLE; PROVIDING A PENALTY FOR VIOLATION; CONTAINING A SAVINGS CLAUSE, A SEVERABILITY CLAUSE, AND A REPEALER CLAUSE; PROVIDING FOR PUBLICATION, CODIFICATION, AND AN EFFECTIVE DATE; AND CONTAINING OTHER PROVISIONS RELATING TO THE SUBJECT.

WHEREAS the City of Huntsville, a home rule municipality, is authorized by Charter to adopt and implement necessary and reasonable ordinances in the best interests of its citizenry; and

WHEREAS it is the desire of the City Council of the City of Huntsville, Texas that the City adopt rules and regulations setting forth requirements for the operation and maintenance of the water system; and

WHEREAS the City Council of the City of Huntsville finds the provisions of this ordinance set forth below are necessary to protect the health, safety, and welfare of its citizens and the public, and said rules and regulations are reasonable.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HUNTSVILLE, WALKER COUNTY, TEXAS:

SECTION 1: The facts and matters set forth in the preamble of this Ordinance are found to be true and correct and are hereby adopted, ratified, and confirmed.

SECTION 2: Huntsville Code of Ordinances Chapter 46 “Utilities” is hereby amended by amending section 46-105 as shown in the attached Exhibit “A” which is incorporated herein for all purposes.

SECTION 3: All ordinances or parts of Ordinances that are in conflict or inconsistent with the provisions of this Ordinance shall be, and the same are hereby repealed and all other ordinances of the City not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 4: Should any paragraph, sentence, clause, phrase or section of this Ordinance be adjudged or held to be unconstitutional, illegal or invalid, the same shall not affect the validity of this Ordinance as a whole or any part or provision thereof, other than the part so declared to be invalid, illegal or unconstitutional.

SECTION 5: It is hereby officially found and determined that the meeting at which this Ordinance was passed was open to the public and that public notice of the time, place and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 6: This Ordinance, being a penal ordinance, becomes effective ten (10) days after its date of passage by the City Council, as provided by Article 4.13 of the Charter of the City of Huntsville, Texas.

First Reading was heard before Council on _____

PASSED AND APPROVED on this 19th day of November, 2024.

THE CITY OF HUNTSVILLE

Russell Humphrey, Mayor

ATTEST:

APPROVED AS TO FORM:

Kristy Doll, City Secretary

Leonard Schneider, City Attorney

Exhibit “A”

Chapter 46 Utilities

ARTICLE II. WATER AND SEWERS

Division 4. -Utility Accounts

Sec. 46-105. Adjustments to bill for unusual circumstances.

(a) The city may grant, at the customer's request, a one-time adjustment to the customer's bill for unusual circumstances that cause the customer's bill to be abnormally high. Incidents such as broken water lines, leaking faucets, excessive usage caused by faulty indoor plumbing, equipment breakage including ice makers, commodes, water heaters, etc., forgetting to turn off a water hose, vandalism, unexplained high usage, or other unusual circumstances are examples of incidents that are eligible for adjustment of bills. The customer must document the nature of the incident, the time period requested for the adjustment and provide documentation of repair or remedy of the occurrence that caused the abnormal usage. A customer may not apply, and the city shall not give more than ~~one adjustment in a 12-month period~~ **two adjustments in a rolling 12-month period starting with the first requested adjustment**. The adjustment may cover a two-month billing period depending on when the incident occurred. A four-month average of water usage and the bills for the same period during the previous year shall serve as a basis for the calculation.

(b) The city's utility billing division will notify the customer of any leaks or excessive usage that becomes known to it during the billing process. If the city notifies a customer of a problem or excessive water usage, the customer must remedy or repair the problem within 48 hours after receipt of notice to be eligible for an adjustment to the bill.

(Code 1961, § 30.03.08; Ord. No. 99-25, 9-21-1999)



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 2.b.

Agenda Item: First Reading - Consider authorizing the City Manager to enter into an agreement with Lockwood, Andrews & Newnam, Inc. for Phase II professional engineering services for the FY 20-21 N.B. Davidson Wastewater Treatment Plant Improvement Project.

Initiating Department/Presenter: Engineering

Presenter:

Kathlie Jeng-Bullock, City Engineer

Recommended Motion: This is the first reading, however, if the Council wishes to waive the two-reading requirement, an appropriate motion would be: **Move to waive the two-reading requirement and authorize the City Manager to enter into an agreement with Lockwood, Andrews & Newnam (LAN), Inc. for Phase II professional engineering services for the FY 20-21 N.B. Davidson Wastewater Treatment Plant Improvement Project in the amount of \$571,291.00. This authorization is only for part of the Phase II Services.**

Strategic Initiative: Strategic Priority #4, Infrastructure - Develop and maintain a comprehensive and well-planned infrastructure network that prepares for the challenges of the future and provides quality, modern and efficient, water, wastewater, drainage and transportation services.

Discussion: N.B. Davidson Wastewater Treatment Plant (WWTP) was originally constructed in 1971 with expansion in 1982 and 1994. Its main treatment process consists of a four-channel oxidation ditch and two circular clarifiers followed by two chlorine contact basins. The aeration basin shows signs of structural deterioration and is too shallow to allow more modern and energy efficient treatment designs. The existing surface aerators are a high maintenance and high operating cost item that causes operational challenges at the plant. Many other pieces of equipment in this plant are deteriorated, outdated and aging which need frequent maintenance, repairs, and replacement.

This major rehabilitation and expansion of the 2-hr peak flow treatment capacity to 6.5 MGD will prevent the collection system from surcharging during wet weather events and will eliminate the increasing annual operation and maintenance costs, and also eliminate the risks of catastrophic failure and possible TCEQ violation penalties.

This agreement is for part of the Phase II design only, in the amount of \$571,291.00. The detailed Level of Effort for both Phases I, II, and III are summarized in the attached Scope and Fee proposal.

The Basic Service Design total for Phase II is \$1,571,291. We are in the application process of the Community Grants Program for a net of \$1,000,000.00. The Grants will be from the EPA, Multimedia State and Tribal Assistance Grants (STAG), Clean Water State Revolving Fund, under the name of City of Huntsville for Wastewater Treatment Plant Rehabilitation as Recipient.

Funding for construction will be sought in the coming year and the anticipated source will be by issuing new revenue bonds and maybe more grants.

Previous Council Action: The City Council approved FY 2020-2021 budget.
The City Council approved Phase I Professional Engineering Service on May 16, 2023.

Financial Implications: ☐Item is budgeted: In the amount of \$571,291.00

Approvals:

Kathlie Jeng-Bulloch

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information:

1. Scope & Fee Revised proposal 4 2 2024
2. NB Davidson Treatment Plant Location Map

April 2, 2024

Dr. Kathlie S. Jeng-Bulloch P.E., D.WRE, CFM
City Engineer, Director of Engineering Department
City of Huntsville City Service Center
448 State Hwy. 75 North
Huntsville, TX 77320

Attn: Mr. Mark McClure, P.E.

Re: **NB Davidson WWTP Expansion & Improvements Project – Scope and Fee**
COH ID #: 21-10-07
LAN Project Number: 128-10028-000

Dear Dr. Jeng-Bulloch:

Lockwood, Andrews, & Newnam, Inc. (LAN) is pleased to submit the **N.B. Davidson WWTP Expansion & Improvements Project (NBD)** design proposal to the City of Huntsville (City). The scope and fees include updated final design, bidding, and construction phase services, necessary to facilitate proposed NBD project, revised to reflect the total design effort identified during the preliminary engineering phase. Additional services are also provided. The following proposal documents are attached:

- Exhibit A Scope of Work
- Exhibit B Proposed Fee
- Exhibit C Level of Effort Cost Breakdown
- Exhibit D Budgetary Construction Cost Estimate
- Exhibit E Draft Drawing Index
- Exhibit F Preliminary Project Schedule
- Exhibit G Project Location/Vicinity Map

For City budgeting purposes, the original scope and fee totaling \$1,921,212 were divided into two phases. Phase 1 for \$894,525, includes Preliminary Engineering, partial funding for Final Design Services, and other Additional Services. Phase 2 for \$1,026,687, includes the remaining Final Design Services, Bidding Phase Services, Limited Construction Phase Services, Project Management Services, and Additional Services. Only the Phase 1 fee was requested and authorized at the time of the original proposal.

Phase 1 Authorized	Phase 2 Approved	Approved Total
\$894,525	\$1,026,687	\$1,921,212

Exhibit A



N.B. Davidson WWTP Expansion & Improvements Project

Project ID#21-10-07

Scope of Work Revision 1

Final Design, Bidding, & Limited Construction Phase Services

April 2, 2024

This scope of work outlines the professional engineering tasks to be performed by **Lockwood, Andrews, & Newnam, Inc. (LAN)**, in association with the Final Design, Bidding, and Limited Construction Phase Services, for the **City of Huntsville's (City)** N.B. Davidson Wastewater Treatment Plant Expansion and Improvements project.

The improvements identified in Phase I of this project will be implemented to extend the plant's useful life, replace worn out equipment and unit processes, and address peak flow capacity needs. A list of the identified improvements is included under Section 2.3 of the attached scope. A separate scope of service will be provided to include Construction Management & Inspection (CM&I) services

Exhibit A

Task 2.4 Construction Drawings: Prepare applicable construction drawings, including drawings, sections, and details, for applicable design disciplines using electronic (CAD) software (see Task 2.8 Interim Design Submittals).

Task 2.5 Technical Specifications: Prepare applicable technical specifications and technical data sheets using LAN-standard technical specification documents for applicable design disciplines (see Task 2.8 Interim Design Submittals).

Task 2.6 Front End Specifications: Prepare contract documents (Division 0, including Bid Form) using City-provided standard contract documentation (see Task 2.8 Interim Design Submittals).

NOTE: City to provide Division 0 Specifications related to the bidding for revisions in coordination with Legal.

Task 2.7 Opinion of Probable Construction Cost: Prepare opinion of probable construction cost (OPCC) for applicable design disciplines for each submittal.

Task 2.8 Quality Control: Conduct internal Quality Control (QC) review of interim design submittal documentation (60%, 90%, 100% and bid-ready) prior to submission to City.

Task 2.9 Interim Design Submittals: Submit interim design documentation, identified below, for City review and comment at the following milestones:

- 60% - preliminary construction drawings for applicable disciplines, technical specification table of contents, and OPCC (provide four of each of the following: full-size [22" x 34"] drawing sets, specification list, and the OPCC; and one electronic copy of applicable documents).
- 90% - construction drawings, technical specifications, for applicable disciplines, preliminary front end specifications, OPCC (provide four of each of the following: full-size [22" x 34"] drawing sets, the specifications, and the OPCC; and one electronic copy of applicable documents).
- 100% - construction drawings, the technical specifications, preliminary front end specifications, the OPCC (provide four of each of the following: full-size [22" x 34"] drawing sets, the specifications, the OPCC; and one electronic copy of applicable documents).

Task 2.10 Interdisciplinary Review: Complete interdisciplinary drawing and technical specification reviews to verify project coordination and constructability at 60%, 90% and Final submittals.

Task 2.11 Design Review Workshops: Conduct design review workshops with City after the City's initial review of interim design submittals (60% and 90%). City to provide comments within two weeks of design submittal documents, one week before the workshop and comments responses are expected to be finalized two weeks after the workshop.

Task 2.12 Final Design Submittal (100%): Prepare and submit final construction drawings and specifications, after incorporating applicable 90% design submittal City and QC review comments, to facilitate project advertisement and bidding.

Task 2.13: Prepare and submit to TCEQ "Project Summary Letter" for proposed plant improvements design, in accordance with TCEQ Chapter 217 criteria (§217.9).

Exhibit A

Task 4.5 Change Order Requests: Review general contractor change order requests (assume review of a maximum of five change orders). Review and evaluate the proposed change order item(s) and costs and prepare a response that provides contract document interpretation and comments on the cost items. Inform City of change order request, LAN's proposed response, including recommended change order acceptance or rejection (assumes City is responsible for processing applicable accepted change orders). Post change order responses in PDF format via designated project on-line site. Maintain change order log, including current record of the change orders received, their status and cost of accepted change orders.

Task 4.6 Contractor Payment Applications: LAN to review pay applications and provide recommendation for payment to City's designated staff member (assume review of a maximum of 15 applications for payment). Provide comments, if applicable, and/or recommendation of payment by City for items completed (assume City will be responsible for processing all approved applications for payment).

Task 4.7 Construction Progress Meetings: Attend monthly construction progress meetings (assume a maximum of 15 construction progress meetings with a maximum of two LAN representatives attending).

Task 4.8 Project Startup: Assist City plant operations staff in WWTP startup (assumes attendance by two LAN representatives).

Task 4.9 Substantial Completion Walk-through: Attend substantial completion walk-through with City and general contractor (assumes attendance by maximum of two LAN representatives).

Task 4.10 Substantial Completion Punchlist: Prepare a list of incomplete or incorrect work in a punch list based on issues identified during the substantial completion walk-through to be completed by the general contractor. Distribute PDF punch list to City and general contractor.

Task 4.11 Final Completion Walk-through: Attend final completion walk-through and verify applicable punch list items have been completed and or corrected by construction contractor (assumes attendance by maximum of two LAN representatives).

Task 4.12 Final Payment Recommendation: Confirm items required by the contract as a condition of final payment issuance, including operation and maintenance manuals and as-built drawing markups, have been provided by general contractor. Recommend final payment processing by City.

Task 4.13 Record Drawings: Prepare Record Drawings using electronic redline drawings provided by the general contractor on a monthly basis. Submit Record Drawings to City (provide one full-size drawing set and electronic (PDF) file of drawings).

Task 4.14 TCEQ Completion Notification: Prepare and submit project "Completion Notification" to TCEQ in accordance with prevailing Chapter 217 criteria (§217.13).

Task 4.15 Operations and Maintenance (O&M) Manual: Review Contractor assembled WWTP operation and maintenance manual and submit four (4) bound hard copies to City.

Task 5.0 – Project Management Services:

LAN's project management includes the following activities and is based on the assumptions as stated, where applicable:

Task 5.1 Work Plan: Develop a project specific work plan that includes objectives, delivery requirements, key decision points, budget, and schedule to guide project production efforts.

Exhibit A

Note: Fee proposal value represents estimated allowance for completion of ESAI services, ESAIL not included; actual fee will be negotiated and performed on a lump sum basis.

Modeling:

~~City water & wastewater modeling calibration and update to the model prepared by Freese and Nichols should be approved and modeling of the NB WWTP Basin, be approved and implemented as soon as possible. LAN can also perform this additional service.~~

~~**Note:** Fee proposal value represents estimated allowance for completion of the model; actual fee will be negotiated and performed on a lump sum basis.~~

Funding Assistance:

LAN will support the City in pursuit of funding opportunities including researching potential funding sources, preparation of applications for Texas Water Development Board (TWDB) and other identified sources of funding.

REIMBURSABLE EXPENSES

The following items will be reimbursed as a project expense outlined herein. An allowance of 0.5% of the design fee or \$40,000 is included. Expenses exceeding this amount will be reimbursed at cost with prior approval from the City.

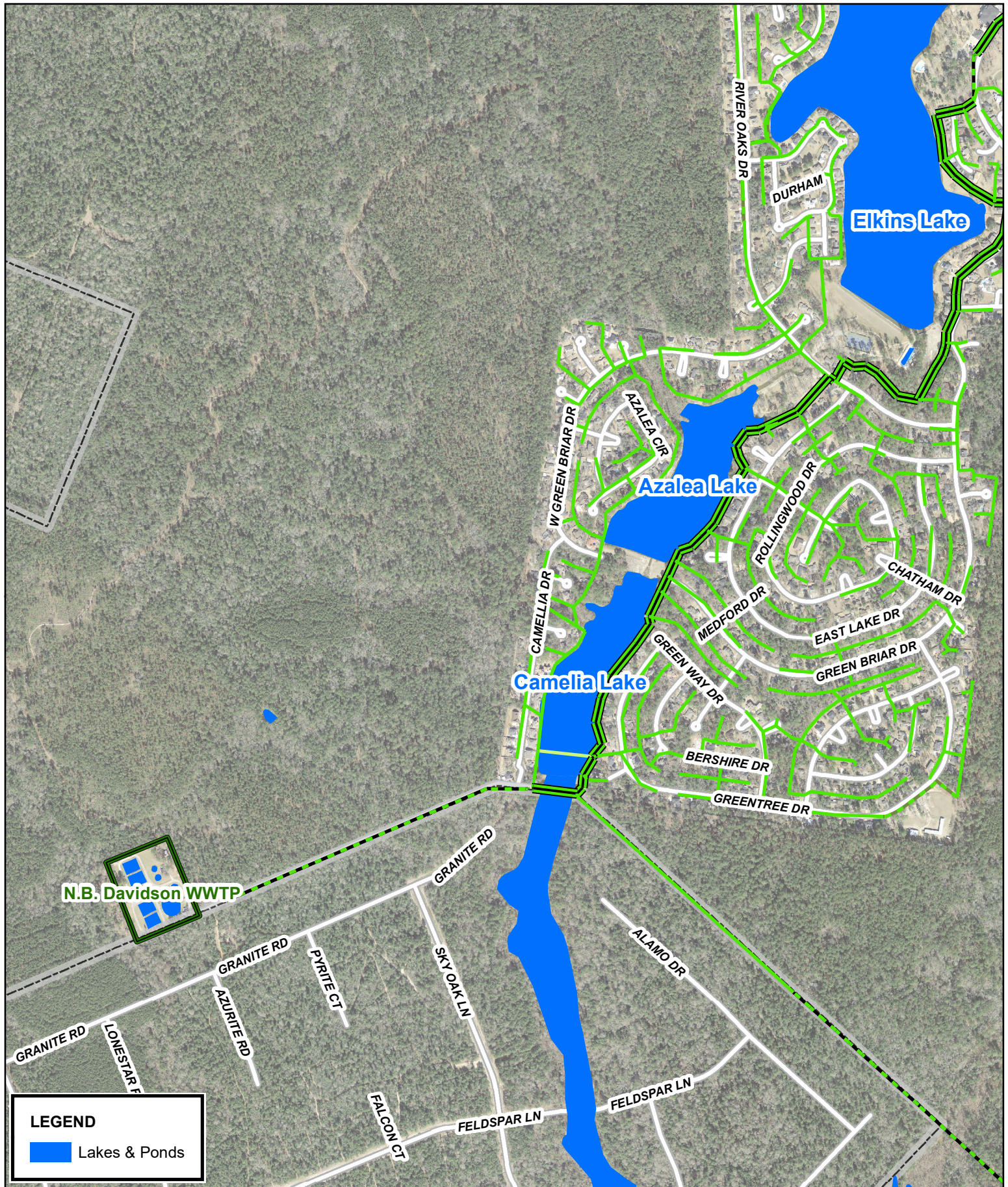
- Mileage
- Reproduction
- Shipping

EXHIBIT B

4/1/2024

City of Huntsville N.B. Davidson WWTP Expansion and Improvements Project Project #21-10-07 Revised Fee Proposal	
Preliminary Engineering Fee	\$300,350.00
Final Design & Bidding Phase Fee	\$1,950,760.00
Limited Construction Phase Services Fee	\$450,740.00
Subconsultant Basic Services Fee	\$115,000.00
Total Basic Services Fee	\$2,816,850.00
Additional Services Fee	\$181,900.00
Total Proposed Fee	\$2,998,750.00
Original Fee from Contract	\$1,921,212.00
Increase from New Items	\$186,400.00
Increase from Scope Definition	\$891,138.00
Total Increase in Fee	\$1,077,538.00
OPCC from Original	\$21,264,574.39
* OPCC from PER	\$29,018,000.00
Increase in OPCC	\$7,753,425.61
Basic Services Fee % of Construction	9.71%

*Engineer's Opinion of Probable Construction Cost (OPCC) is based on the results of the Final PER dated March 11, 2024 and is subject to change during final design.



LEGEND

Lakes & Ponds

The City of Huntsville, Texas or its employees gives NO warranty, expressed or implied, as to the accuracy, reliability, or completeness of these data. See full GIS Data Disclaimer at: www.huntsvilletx.gov/gis

1 in = 1,000 ft
On 8.5 x 11 inch Print

0 500 1,000 2,000 Feet

On Any Print Size

CREATED DATE: 5/9/2023

CITY OF HUNTSVILLE, TX
ENGINEERING DEPARTMENT / GIS DIVISION

**NB Davidson Wastewater
Treatment Plant**





CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 2.c.

Agenda Item: First Reading - Consider authorizing the City Manager to award the contract and to purchase a Sutphen 100' Mid Mount Platform in the amount of \$2,104,685.10 to include all fees.

Initiating Department/Presenter: Fire Department

Presenter:

Greg Mathis, Fire Chief

Recommended Motion: This is the first reading, however, if the Council wishes to waive the two-This is the first reading, however, if the Council wishes to waive the two-No action required; however, if the Council wishes to waive the two-reading requirement, an appropriate motion would be: **Move to waive the two-reading requirement and authorize the City Manager to award the contract and to purchase a Sutphen 100' Mid Mount Platform in the amount of \$2,104,685.10 to include all fees.**reading requireme

Strategic Initiative: Strategic Priority #1 Public Safety

Discussion: The Fire Department is requesting the purchase of a new Sutphen 100" mid mount platform ladder truck. During the process for the FY 24-25 Budget the Fire Department submitted a Decision Package requesting the purchase of a "100 foot midmount platform ladder truck" to replace the current 2004 Ferrara ladder truck. It was decided not to attempt to include the decision package request in the 24-25 budget but instead discuss the possibility of the purchase along with possible funding sources with the Finance Committee at a later date. This proposal is for an NFPA compliant 2000 gpm 100' mid mount platform ladder truck. This purchase would serve to remove a 2004 ladder truck from front line service and move it to reserve status. We have not previously had a reserve ladder truck which is required by ISO as mentioned in previous ISO ratings. This reserve ladder truck is worth almost 3/4 of a point on our ISO rating for the City of Huntsville, which determines our customers fire insurance ratings. While this could seem like a small impact to our ISO rating, the more our City grows and expands the more important it is to take even the smallest steps to protect and maintain the ratings we currently have. The requested purchase does include a \$5,000 contingency that we usually include in these purchases to allow for small changes or adjustments at final inspection with a delivery schedule of 34-36 months. The equipment needed for this apparatus (ladder truck) is not included in this proposal and will be addressed through the budget process. We have visited a couple of facilities and spoken with 4 vendors and we believe this truck will meet our needs and serve our community for years to come. Sutphen is an HGAC approved vendor and their contract number is included in their contract. This item has been presented to the Finance Committee and received approval to be brought before the City Council. Staff has requested to have the two reading requirement waived due to time considerations, as there is a proposed price increase January 1, 2025 of 4-5%.

Previous Council Action: None

Financial Implications: Normal yearly vehicle maintenance and upkeep along with all NFPA equipment purchases and associated testing.

Approvals:

Greg Mathis

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 6.a.

Agenda Item: City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager.

Initiating Department/Presenter: City Council

Presenter:

Russell Humphrey, Mayor

Recommended Motion: Not applicable

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information:



CITY COUNCIL AGENDA

11/19/2024

Agenda Item Number: 6.b.

Agenda Item: City Council will convene in closed session as authorized by Texas Government Code, Chapter 551, Section 551.074 – Personnel Matters: regarding the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: Interim City Manager.

Initiating Department/Presenter: City Council

Presenter:

Russell Humphrey, Mayor

Recommended Motion: Not applicable

Strategic Initiative:

Discussion:

Previous Council Action:

Financial Implications:

Approvals:

Leonard Schneider

Sam Masiel

Kristy Doll

Associated Information: