

STATE OF TEXAS)
COUNTY OF EL PASO)

WORK ORDER NO. 002
ON-CALL CIVIL ENGINEERING CONTRACT WITH
WALTER P. MOORE & ASSOCIATES, INC.

On June 21, 2021, the County of El Paso, Texas ("Owner") and Walter P. Moore & Associates, Inc. ("Engineer") entered into a professional services contract, 2022-0259 ("Contract") for on-call civil engineering services. The parties now desire to process the second work order within this Contract as specified below. All sections of the Contract remain in full force and effect.

Work Order Project No. 002 – Plan Review Services

For Owner’s Plan Review Services (Tasked Project No. 002) and pursuant to the Contract, County Planning & Development recommends the El Paso County Commissioners Court authorize performance of plan review services at a "not to exceed" amount paid once services are completed by Engineer. Engineer’s plan review services are described in the attached exhibit as well as a not to exceed cost proposal for such services of Thirty Thousand and 00/100 dollars (\$30,000). The exhibit is fully incorporated herein by this reference.

The plan review services consist of reviewing subdivision/improvement plans for conformance to County standards and guidelines. Review will be performed on behalf of the County to meet review deadlines. The Engineer plan review services shall be provided by dates and as specified in the Contract and this exhibit. Payments at or below the not to exceed amount will be made by the County once plan review services are satisfactorily provided by Engineer, all pursuant to the terms of the Contract.

IN WITNESS, the parties execute this Work Order Project No. 002 authorization on September 12, 2022, for Engineer’s plan review services at or below the not to exceed amount described in incorporated exhibit.

EL PASO COUNTY, TEXAS

Walter P. Moore

Hon. Ricardo A. Samaniego
El Paso County Judge

Manoj Adwaney, P.E.
Senior Principal

APPROVED AS TO CONTENT:

Sal Alonzo, Associate Director
Planning & Development Department

**TASK ORDER FOR PROFESSIONAL SERVICES – On-Call Civil Engineering Services Contract 2021-0259 (Contract)**

Project: El Paso County – Plan Review Services
Client: El Paso County
Client Contact: Sal Alonzo
Proposal Date: August 17, 2022
Proposal Number: WPM Proposal Number – 22-1992

Walter P. Moore and Associates, Inc. (Walter P Moore) shall provide services to Client for the Project as defined below and in accordance with the attachments listed below:

Project Description: It is our understanding that the project consists of reviewing subdivision/improvement plans for conformance to County standards and guidelines. Reviews will be performed on behalf of the County to meet review deadlines while the department hires and trains new staff. The anticipated project duration is 2 to 6 months with an average of 5-15 hours per week.

Project Parameters: Our proposal is based on the project as described in this Task Order for Professional Services. If our understanding of the project scope is inaccurate or the project scope materially changes, we understand that our compensation will be equitably adjusted.

Scope of Services: Walter P Moore's scope of Basic Services for This Part of the Project includes, based upon the project parameters, the services described in the attached Scope of Work.

Compensation: Walter P Moore proposes to provide the defined Scope of Services on a Time and Expense Fee basis not to exceed a sum of \$30,000.00, unless adjusted by a Supplemental Agreement. Walter P Moore's fee for Basic Services does not include sales tax, fees for any Additional Services, or Reimbursable Expenses.

Additional Services: Any additional supplemental services requested by Client or services provided not described as Basic Services or required supplemental services above shall be provided without invalidating this Task Order as Additional Services. Any Additional Supplemental Services shall be compensated in addition to compensation for Basic Services and required Supplemental Services stated above on either an agreed lump sum basis or on an hourly basis according to Schedule RC1 "Billing Rate Schedule," attached. Any Additional Services for services provided by any consultant retained by Walter P Moore shall be compensated at a multiple of 1.10 times the amount for such services billed to Walter P Moore. The Billing Rate Schedule shall be revised annually and shall replace the Hourly Invoicing Rates Schedule described above without invalidating this Task Order.

Reimbursable Expenses: Miscellaneous, project-related, out-of-pocket expenses incurred by Walter P Moore in providing its services shall be reimbursed. A reimbursable budget of **\$250** is recommended for this project.

Client's Responsibilities: The Client shall provide overall management and coordination of the Project. Walter P Moore agrees to participate in the coordination effort, to be led by the Client, in order that our Portion of the Project is coordinated with the other members of the Project team.

The Client shall provide to Walter P Moore in a timely manner full information of which the Client is aware regarding any special conditions, design criteria, reports, or special services needed, and to provide training for permit tracking software system to be used for this Project. Walter P Moore shall be entitled to rely upon the accuracy and completeness of any such information provided.

Project Schedule: Walter P Moore will endeavor to achieve the requirements of a reasonable schedule determined appropriate for the Project. The anticipated project duration is 2 to 6 months with an average of 5-15 hours per week.

Payment: Walter P Moore shall be paid based upon the following basis and as defined in the attached Contract.


Time and Expense Fee – The periodic fee payable shall be the cumulative sum of the mathematical products of the actual hours worked by individuals assigned to and providing services on the Project multiplied by the category billing rate for each respective individual as indicated in the hourly Billing Rate Schedule attached to this Agreement for Professional Services.

Attachments:

The following attachments are incorporated by reference as if set forth at length. In the event of a direct conflict between this Agreement and the content of any of the Attachments, this Agreement shall govern.

Scope of Work
Schedule RC1: Billing Rates Schedule – Infrastructure - 2022

Executed on this ___ day of _____, 2022 by:

| | |
|-------------------------------|---|
| Client: El Paso County | Walter P. Moore and Associates, Inc.: Manoj Adwaney, P.E., Senior Principal |
| |  |



**walter
p moore**

SCOPE OF WORK

El Paso County – Plan Review Services

Walter P Moore will perform the following tasks:

- I. Engineering plan review of public and private infrastructure for compliance with the County's Design and Construction Manual. Infrastructure may include streets, stormwater systems, site grading and drainage, water mains, sanitary sewer mains, and other items associated to public infrastructure, some privately owned infrastructure, and other items needed to complete development projects.
- II. Review drainage designs for building permits for residential and commercial properties.
- III. Review of engineering for preliminary and final subdivision plats and replats.
- IV. Enter comments into County permit tracking software system.
- V. Other engineering review work related to development plan submittals, as needed.



Schedule RC1

BILLING RATE SCHEDULE

Infrastructure Group
2022 Standard

| <u>Category</u> | <u>Rate</u> |
|---|-------------|
| Senior Principal/Managing Principal | \$ 330.00 |
| Principal | \$ 300.00 |
| Chief Hydrologist..... | \$ 250.00 |
| Managing Director | \$ 260.00 |
| Team Director | \$ 245.00 |
| Senior Project Manager | \$ 245.00 |
| Project Manager..... | \$ 180.00 |
| Senior Engineer | \$ 190.00 |
| Engineer | \$ 155.00 |
| Graduate Engineer | \$ 130.00 |
| Senior Transportation Planner | \$ 190.00 |
| Transportation Planner | \$ 150.00 |
| Graduate Transportation Planner | \$ 125.00 |
| Senior Graphic Designer..... | \$ 130.00 |
| Senior GIS Specialist..... | \$ 180.00 |
| GIS Specialist | \$ 150.00 |
| Senior Designer | \$ 180.00 |
| Designer | \$ 130.00 |
| BIM Manager | \$ 195.00 |
| CAD Manager | \$ 180.00 |
| Senior CAD Technician | \$ 140.00 |
| CAD Technician | \$ 105.00 |
| Senior Field Representative | \$ 150.00 |
| Field Representative | \$ 130.00 |
| Engineering Intern..... | \$ 80.00 |
| Project Accountant | \$ 130.00 |
| Senior Administrative Assistant | \$ 135.00 |
| Administrative Assistant | \$ 105.00 |

Notes:

1. These billing rates are effective through December 31, 2022.
2. Rates after December 31, 2022 may be adjusted by 4% annually.