

ARF-3418

REGULAR SESSION AGENDA

Date: 04/12/2011

CC-04-12-2011Kimley-Horn Work Authorization #2

Submitted For:

Paulette Shelton

Submitted By:Dalia Sister, Public
TransportationDepartment:

Public Transportation

Renewal Agreement/

Yes

Appointment:

AGENDA ITEM 18A

Reviewed by County

Yes

Attorney's Office:Multiple OriginalsY/N?:

InformationSUMMARY OF ITEM

Take all appropriate action to authorize County Judge to execute Work Authorization No. 2 with Kimley-Horn for Professional Services in the amount of \$45,000.

SPECIAL HANDLING

Fiscal ImpactACCTG UNIT or GRANT/PROJ NAME: 37,800 G610-085307Plan 22615ACCT NAME or GRANT/PROJ ACTIVITY: 7,200 G610-095311DISC 22615BUDGETED Y/N: YFISCAL SUMMARY:

AttachmentsLink: CC-04-12-2011Kimley-Horn Work Authorization #2.pdf

4-13-11 copy received

ATTACHMENT C

WORK AUTHORIZATION NO. 2 AGREEMENT FOR PROFESSIONAL SERVICES

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section XIV of Professional Services Agreement entered into by and between Fort Bend County, and Kimley Horn & Associates, Inc. (the Contractor), on the 23rd day of March, 2010.

PART I. The Contractor will perform professional services generally described as TranStar video communications link implementation program support in accordance with the project description attached hereto and made a part of this Work Authorization. The Contractor's Scope of Work, Labor Estimate, and Schedule are further detailed in Exhibits A and B, which are attached hereto and made a part of the Work Authorization.

PART II. The maximum amount payable under this Work Authorization is \$45,000. This amount is based upon fees set forth in Attachment B.

PART III. Payment to the Contractor for the services established under this Work Authorization shall be made in accordance with Section II of the Agreement.

PART IV. This Work Authorization shall become effective on the date of final acceptance of the parties hereto and shall terminate sixteen (16) months from that date, unless extended by a supplemental Work Authorization as provided in the Agreement.

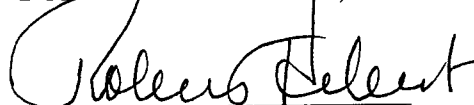
PART V. This Work Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

IN WITNESS WHEREOF, this Work Authorization is executed in duplicate counterparts and hereby accepted and acknowledged below.

THE CONTRACTOR


(Signature)
BRANDON GUILLORY
(Printed Name)
ASSOCIATE
(Title)
4/5/2011
(Date)

~~FORT BEND~~ COUNTY, TEXAS


(Signature)
Robert E. Hebert
(Printed Name)
County Judge
(Title)
April 12, 2011
(Date)

LIST OF EXHIBITS

Exhibit A	Scope of Work
Exhibit B	Cost/Payment Agreement

FORT BEND COUNTY TRANSPORTATION PLANNING SERVICES
KIMLEY-HORN TEAM
Exhibit A

WORK AUTHORIZATION NO. 2
SCOPE OF SERVICES

Task 1 TranStar Video Communications Link Implementation Program Support

Invoicing:	Monthly; Labor Plus Expenses
Labor/Budget Allocation:	225 man-hours; \$45,000

Background: A cooperative project between Fort Bend County, City of Sugar Land, and TxDOT is underway to implement a communications linkage between the City of Sugar Land Traffic Management Center, the TranStar Traffic Management Center, and Fort Bend County. The purpose of this connection is to provide the City of Sugar Land video access of TranStar cameras and to provide Fort Bend County video access of TranStar cameras and Sugar Land cameras. At this time, the plan is to connect the City of Sugar Land with TranStar cameras through fiber optic cable installation along SH 6 and a tie-in at TxDOT's US 59 / SH 6 CTMS HUB building. The City of Sugar Land fiber optic cable installation project will begin during the first quarter of 2011. Once this fiber optic cable connection is made, the City of Sugar Land will provide connection to TranStar cameras and Sugar Land cameras to Fort Bend County Office of Emergency Management and Fort Bend County Transportation Operations Center via an internet access provision.

Overview of Task Work: The Kimley-Horn Team ("Consultant") will support the cooperative project work of Fort Bend County (FBC) Transportation, City of Sugar Land, and TxDOT that will be implementing a communications linkage between the Sugar Land Traffic Management Center, the TranStar Traffic Management Center and Fort Bend County Transportation operations center. The task work for this project phase continues the support initially provided under Work Authorization No. 1, Task 2.2 and will provide for 225 man-hours of additional effort to assist with interagency coordination/communications, briefing of commissioners, technical support, and the review and advisement of Fort Bend County in accord with the following subtasks.

1.1 Task Manager for Coordination and Communications

For the purpose of managing the timeline and communications, the Consultant will provide a task manager to coordinate with TxDOT, City of Sugar Land, Fort Bend County and other agencies as necessary for the implementation of the project. The task manager will serve as the primary point of contact for all agencies throughout this phase of the project. The task manager work will all agencies to resolve technical issues or other matters impacting the implementation schedule.

Deliverable: Immediately: Update timeline, specifying the parties responsible for each task. Timeline should identify critical milestones in project implementation.

Weekly Communication: Prepare an email to FBC, Sugar Land and other agencies as necessary on current activities

Monthly Report: Overall assessment of progress, completed tasks and remaining issues/decisions or communications to be accomplished

1.2 Tracking of Inter-Agency Agreements

The Consultant will follow up with TxDOT and City of Sugar Land to work through issues regarding the signing of the Memorandum of Understanding (MOU) between TxDOT and the City of Sugar Land for the connection to TxDOT's CTMS HUB building at US 59 and SH 6 and access to TranStar cameras. The Consultant will communicate weekly with TxDOT to track the progress of the MOU. Coordination will be provided between the agencies to complete the agreement.

Deliverable: Bi-monthly Report: Status of inter-agency agreements and resolution of any obstacles to finalization of agreements

1.3 Timeline / Schedule Management

The Consultant will develop a detailed project management plan. It will include an update to the timeline and management plan previously prepared by Fort Bend County. The timeline / schedule will highlight the critical path items and detail the necessary steps that must be completed to achieve the ultimate objective of camera access by Fort Bend County. The responsible parties for each task will be identified. This timeline / schedule will be updated and submitted on a monthly basis to reflect current status.

Deliverable: Monthly Update to Schedule / Timeline; meetings as necessary with stakeholders/agencies to ensure progress

1.4 Coordination of Access Provisions for Web-Based Interface

The Consultant will provide assistance with the coordination of the access provisions for the connection between City of Sugar Land and Fort Bend County. This will require follow up with the City of Sugar Land and Fort Bend County on a frequent basis as the web-based sharing system is developed and implemented at the City of Sugar Land.

Deliverable: Monthly Report: Status of Access Provisions

1.5 Specialized ITS Support

A specialized ITS Systems Engineer will be assigned to support Sugar Land, if required, for the connection between Sugar Land's system and TxDOT's system at US 59, as well as fiber optic or wireless connections - if needed. The man-hour allocation for this specialized subtask is 20 man-hours.

Deliverable: Monthly Report – Summary of Specialized ITS activities and accomplishments.

1.6 Federal Funding Compliance Monitoring

The Consultant will review the program's compliance with Federal Transit Administration planning and funding requirements included environmental compliance (application for categorical exclusion), Buy America provisions, compliance with regional ITS architecture, and etc. The Consultant will advise Fort Bend County of any issues or concerns that become evident regarding federal funding compliance. The Consultant will work with all agencies to ensure compliance with federal regulations.

Deliverable: Monthly Report – Summary of Specialized ITS activities and accomplishments with detailed an assessment of compliance issues and a mitigation plan for resolving any issues.

FORT BEND COUNTY TRANSPORTATION PLANNING SERVICES

KIMLEY-HORN TEAM

Exhibit B

WORK AUTHORIZATION NO. 2
COST/PAYMENT AGREEMENT

The Kimley-Horn Team will perform the Scope of Services identified within Work Authorization #2 for a not-to-exceed fee of \$45,000.			
Fees will be invoiced monthly by Sub-Task (i.e., Sub-Task 1.1, Sub-Task 1.2, etc.) based on the actual man-hours and expenses expended.			
Work Authorization #2		Hours	Dollars
Task 1 TransStar Video Communications Link Implementation Program Support		225	\$45,000
1.1 Task Manager for Coordination and Communications		30	
1.2 Tracking of Inter-Agency Agreements		35	
1.3 Timeline / Schedule Management		53	
1.4 Coordination of Access Provisions for Web-Based Interface		38	
1.5 Specialized ITS Support		23	
1.6 Federal Funding Compliance Monitoring		46	
Totals		225	\$45,000

Exhibit B2 (cont.): Estimate of Hours by Firm

Kimley-Horn	Est. Hours
Principal	1
Sam Lott	41
Sr. Planner II	20
ITS Specialist	10
Joe Willhite	0
Planner I	0
Analyst / Technician	0
Administrative Staff	8
Klotz	Est. Hours
Principal	0
Rick Liesse	6
Kevin Tyer	139
Analyst	0
Administrative Staff	10
NR Edmonson Transportation Consulting	Est. Hours
Nancy Edmonson	0
AIA Engineers	Est. Hours
Principal	0
Zina Schwartz	0
Laura Fuller	0
Saritha Padhirae	0
Craig Cook	0
CADD Tech	0
Administrative Staff	0
Gateway Planning Group	Est. Hours
Principal	0
Scott Polikov	0
Sr. Planner	0
Planner	0
Administrative Staff	0
Zarinkelk Engineering Services	Est. Hours
Giti Zarinkelk	0
Lucie Ayer	0
Sobhan Alitavoli	0
Roshan Moayed	0
Tajinzar Rayazi	0
Estimate of Total Hours	225