

WORK AUTHORIZATION NO. 3
AGREEMENT FOR PROFESSIONAL SERVICES PURSUANT TO RFP 09-071

THIS WORK AUTHORIZATION is made pursuant to the terms and conditions of Section 13 of the Professional Services Agreement pursuant to RFP 09-071 entered into by and between Fort Bend County, Texas and HDR ENGINEERING, INC. (the Consultant), on the 23rd day of March, 2010, and any subsequent addendums, work authorization and amendments (herein referred to as the Agreement).

PART I. The Consultant will perform professional services generally described as a basic sketch plan of a transit Command Center/Bus Operating Facility (BOF) in accordance with the project description attached hereto and made a part of this Work Authorization. The Consultant's Scope of Work, Labor Estimate, and Schedule are further detailed in Exhibits A, B, and C, respectively, which are attached hereto and made a part of the Work Authorization.

PART II. The maximum amount payable under this Work Authorization No. 3 is fifty thousand dollars and no/100 (\$50,000.00). This amount is based upon fees set forth in Exhibit B.

PART III. Payment to the Consultant 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 on September 23, 2015, 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.

Execution Page Follows

FORT BEND COUNTY

HDR ENGINEERING, INC.

Robert E. Hebert

Robert E. Hebert, County Judge

[Signature]

Authorized Representative

3-3-2015

Date

DAVID C. WESTON

Printed Name

03/02/2015

Date

ATTEST:

Laura Richard

Laura Richard, County Clerk



LIST OF EXHIBITS

- Scope of Work, Exhibit A
- Rate/Fees, Exhibit B
- Schedule, Exhibit C

HNA/2015 agreements/WA 3/02.17.15

EXHIBIT A

Fort Bend County Transit

Work Authorization 3: Update to Short and Long Range Plan and Financial Plan

Fort Bend County Transit is looking to complete a Financial Plan Update. This update will include updates to the Short and Long Range Plan through 2040, updates to the Financial Plan and a look at costs associated with the new bus operating facility. The following is a breakdown of the tasks and deliverables associated with them.

Task 1: Update Short and Long Range Plan through 2040

HDR will update the Short and Long Range Plans for FBCT through 2040. Updates will be made to the existing Plan that was completed in 2011. Items to be updated include but are not limited to:

- Existing Park & Ride service
- Administration and Operations Facilities
- Fixed Route Service for Rosenberg, TX
- Expansion of bus routes

DELIVERABLE:

One hard copy and an electronic of the updated Plan.

Task 2: Update Financial Plan

HDR will update the Financial Plan for FBCT. Updates to this plan will be based on MAP-21 changes. HDR will update budgets and 5-year CIP project list and forms through 2018. (FY 2014 -2018)

- Update existing and projected capital revenue and expenses
- Update existing and projected operating revenue and expenses
- Update debt schedules (if needed)
- 5 –year cashflow

DELIVERABLE:

One hard copy and an electronic copy of the updated Financial Plan.

Task 3: Assess Costs Associate with Bus Operating Facility

HDR will review existing transit service and determine any new bus route expansions as warranted by demand. During this phase HDR provide a cost analysis of operating cost associated with the new bus operating facility by performing the following:

- Provide a financial analysis of the difference between In-House versus Contracted service to assist FBCT in identifying the lowest cost as well as the pros and cons of each.
- Develop a short range capital and operating cost schedule (up to three years) for the new bus operating facility that is currently under construction.
- HDR will assist FBCT in analyzing the financial impact of leasing the building to a contractor as well as the cost associated with undertaking the dispatching in-house.

DELIVERABLE:

- One hard copy and an electronic copy of the white paper for In-House V. Contracted Service
- One hard copy and an electronic copy of the white paper for the Cost Associated with the Bus Operating Facility

Once all tasks are complete a meeting with stakeholders will occur to review all three draft plans and one round of comments will be incorporated into the draft plan. One final copy will be provided based on comments.

Update to Short and Long Range Plan and Financial Plan Fee by Task

Fort Bend County Transit Financial Plan Update			
Task 1	HOURS	RATE	TOTAL
Planner II (Laura Grams)	80	\$ 107.08	8,566.40
Planner II (Roben Armstrong)	50	\$ 107.08	5,354.00
Planner III (Steve Granson)	10	\$ 116.48	1,164.80
Planner III (Scott Barker)	6	\$ 162.24	973.44
Accountant (Lea Hynes)	4	\$ 76.12	304.48
Task 2	HOURS	RATE	TOTAL
Planner II (Laura Grams)	10	\$ 107.08	1,070.80
Planner II (Roben Armstrong)	10	\$ 107.08	1,070.80
Planner III (Steve Granson)	90	\$ 116.48	10,483.20
Planner III (Scott Barker)	6	\$ 162.24	973.44
Accountant (Lea Hynes)	4	\$ 76.12	304.48
Task 3	HOURS	RATE	TOTAL
Planner II (Laura Grams)	30	\$ 107.08	3,212.40
Planner II (Roben Armstrong)	30	\$ 107.08	3,212.40
Planner III (Steve Granson)	80	\$ 116.48	9,318.40
Planner III (Scott Barker)	7	\$ 162.24	1,135.68
Accountant (Lea Hynes)	4	\$ 76.12	304.48
TOTAL LABOR			47,449.20
Expenses			2,550.80
TOTAL			50,000.00

EXHIBIT B

HDR WAGE INCREASE SPREADSHEET

Staff	Title	Original Contract Wage	4% Increase 2012	Proposed 4% Increase 2015
Laura Grams	Planner II	\$99.00	\$102.96	\$107.08
Roben Armstrong	Planner II	\$99.00	\$102.97	\$107.08
Steve Granson	Planner III	n/a	\$112.00	\$116.48
Scott Barker	Planner III	\$152.00	\$156.00	\$162.24
Lea Hynes	Accountant	n/a	n/a	\$76.12
Paul Weisser	Operations Planner	n/a	n/a	\$135.00
Janet Kennison	Principal Planner	\$227.00	\$236.08	\$245.52
Michael Rose	GIS/Travel Demand	\$133.00	\$138.32	\$143.85

EXHIBIT C

Schedule

TASK	Month 1	Month 2	Month 3	Month 4
Task 1: Update Short and Long Range Plan though 2040		★		
Task 2: Update Financial Plan		★	★	
Task 3: Assess Costs Associate with Bus Operating Facility			★	★
Stakeholder Presentation				★

★ Deliverable Due