

**WORK AUTHORIZATION NO. 2  
AGREEMENT FOR PROFESSIONAL SERVICES**

**THIS WORK AUTHORIZATION** is made pursuant to the terms and conditions of Section II of the Professional Services Agreement entered into by and between Fort Bend County, and Parsons Brinckerhoff (the Contractor), pursuant to RFP 15-072, on the 8th day of December, 2015.

**PART I.** The Contractor will perform professional services generally described as transportation planning assistance in accordance with the project description attached hereto and made a part of this Work Authorization. The Contractor's Scope of Work (Attachment A), Labor Estimate and Cost (Attachment B), and Work Schedule (Attachment C) are further detailed in Attachments 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 is ten thousand three hundred and eighteen dollars and no/100 (\$10,318.00). This amount is based upon fees set forth in Attachment B.

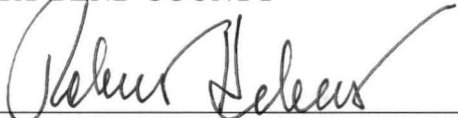
**PART III.** Payment to the Contractor for the services established under this Work Authorization shall be made in accordance with Section III of the Agreement.

**PART IV.** This Work Authorization shall become effective on the date of final acceptance of the parties hereto and shall terminate on February 28, 2017, 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.

**FORT BEND COUNTY**

  
\_\_\_\_\_  
Robert Hebert, County Judge

August 2, 2016  
Date

**PARSONS BRINKERHOFF**

  
\_\_\_\_\_  
Signature of Authorized Agent  
W. Russell Smart, PE  
Regional TEC Manager

Printed Name, Title

07/21/2016  
Date

**ATTACHMENT A**  
**SCOPE OF WORK FOR DEVELOPMENT OF SERVICE PLAN ALTERNATIVES**

1. Development of Three (3) Alignment Alternatives: WSP|PB will develop three (3) alternative alignment options to connect the Westpark Park-and-Ride Lot to the Energy Corridor area. These alignments will use various combinations of roadways and stop locations within the Energy Corridor area for collecting and distributing customers.

***Deliverable – Three (3) alignment alternatives***

2. Development of Service Plans for Three (3) Alternatives: WSP|PB service planners will develop an operating plan for the park-and-ride circulator service for each alternative alignment. The service plan will define the following elements of the service:
  - a. Estimated net round trip travel time for each alternative, based on running speeds for existing bus services in the area and Google Maps estimates of travel time given peak period traffic congestion, number of stops, stop locations and other factors.
  - b. Proposed span of service during the morning and afternoon peak travel periods.
  - c. Proposed service frequency or headway between trips on the service.
  - d. Estimated total round trip running time including layover and deadhead movements.
  - e. Annual Operating Days.

Except for the travel time, which will differ based on the length and conditions of the proposed alignment, the other operating assumptions will be the same for all of the three (3) alternatives. Based on these factors, WSP|PB will develop operating statistics for the proposed service under each alternative, including the hours and miles of service that will be operated daily and annually, and the number of vehicles required to operate the service under the proposed service frequency.

***Deliverable – Service plans for each of the three (3) alignment alternatives***

3. Development of Operating and Bus Cost Estimates for Three (3) Alternatives: Using the statistics developed in Task 2, the consultants will develop an estimate of daily and

annual operating and maintenance costs for the service, based on an hourly rate for service provided by the client. WSP | PB will also provide an estimate of the cost of vehicles to operate the service, based on the type of vehicle specified by the client and the peak vehicle requirement developed in Task 2, with addition of a spare bus or buses to allow for breakdowns and overhauls.

***Deliverable – Cost estimates for each of the three (3) alignment alternatives***

4. Meeting with Client to Select Preferred Alternative: WSP|PB will conduct a meeting with the client to review the three (3) alternatives, service plans and assumptions, capital and operating costs, and to select or develop a preferred alignment and service plan for the proposed circulator. WSP|PB will develop a slide show providing information on the three (3) alternatives, which will be provided to the client for their review in advance of the meeting. During the meeting, the client will review the material and provide feedback and direction to WSP|PB staff, and the client and WSP|PB staff will select or develop a preferred version of the circulator service, modifying the alignment, stop locations or elements of the service plan as necessary.

***Deliverable: Draft preferred alternative alignment and service plan and presentation***

5. Refinement of Preferred Alternative: The WSP|PB staff will modify the preferred alternative identified in the meeting with the client, including the alignment map, elements of the service plan, operating statistics and operating and capital cost estimates. WSP|PB will develop a modified version of the slide show including the preferred alternative and the operating and cost information associated with it.

***Deliverable – Final preferred alternative alignment and service plan***

6. WSP|PB will develop a technical memorandum documenting the analysis, the three (3) alternatives and the preferred alternative. The alternatives will be described using alignment maps and tables documenting statistics and cost estimates. WSP|PB will provide this document to the client for their review and modify based on client comments.

***Deliverable – 1) Technical memorandum and supporting documentation; 2) Digital map and route information for printing***

**ATTACHMENT B  
LABOR ESTIMATE AND COST  
Houston Energy Corridor Service Alternatives Analysis**

	<b>TOTALS</b>		Patricia Waskowiak	Jennifer Wang	Tim Rosenberger	Kenneth Liwag
			Project Manager	Lead Planner	Sr. Planning Manager	Transit Operations Planner
	\$10,318.00					
<i>Hourly Burdened Rate</i>			\$165.00	\$126.00	\$198.00	\$92.00
<i>Hours Assigned</i>	<b>73</b>		10	15	22	26
<i>Total Burdened Labor</i>		<b>\$10,288</b>	\$1,650	\$1,890	\$4,356	\$2,392
	Total Hours	Cost				
Development of 3 Alignment Alternatives	14 hrs	\$2,136			8 hrs	6 hrs
Service Plans for 3 Alternatives	6 hrs	\$764			2 hrs	4 hrs
Operating and Bus Cost Estimate for 3 Alternatives	8 hrs	\$1,016		2 hrs	2 hrs	4 hrs
Meeting with Client to Select Preferred Alternative	15 hrs	\$2,120	2 hrs	5 hrs	4 hrs	4 hrs
Refinement of Preferred Alternative based on Client Fe	9 hrs	\$1,181	1 hrs	2 hrs	2 hrs	4 hrs
Preparation of Final Memo Documenting Project	16 hrs	\$2,246	2 hrs	6 hrs	4 hrs	4 hrs
Project Management	5 hrs	\$825	5 hrs			
	73 hrs	\$10,288				
Direct Expenses-PB		<i>Number</i>	<i>Unit Cost</i>	<i>Extended Cost</i>		
Reproduction		100	\$0.30	\$30		
Reproduction			\$0.08	\$0		
Directs Total - PB				<b>\$30</b>		
<b>TOTAL COST</b>		<b>Labor</b>	<b>Expenses</b>	<b>Total</b>		
PB		\$10,288	\$30	\$10,318		
Total		\$10,288	\$30	\$10,318		
			Total Limiting Amount	<b>\$10,318</b>		

ATTACHMENT C  
 WORK SCHEDULE  
 Houston Energy Corridor Service Alternatives Analysis

Energy Corridor Alignment Analysis	AUG	SEP	OCT	NOV	DEC	JAN
Task 1. Develop 3 alignment alternatives		▲				
Task 2. Develop service plans for each alignment alternative			▲			
Task 3. Develop cost estimates for each alignment alternative						
Task 4. Develop preferred alignment alternative & service plan				▲		
Task 5. Refine preferred alternative					▲	
Task 6. Develop technical memorandum						▲
▲ Indicates deliverable						

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

Certificate Number:  
 2016-88324

Date Filed:  
 07/21/2016

Date Acknowledged:

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

Parsons Brinckerhoff  
 Houston, TX United States

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

Fort Bend County

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

RFP 15-072 Work Auth. No. 2  
 Transportation planning assistance in the development of 3 alignment alternatives and corresponding service plans and operating and Business Cost Est. & assist in selection of a preferred alternative.

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Parsons Brinckerhoff Holdings Inc	New York City, NY United States	X	

5 Check only if there is NO Interested Party.

**6 AFFIDAVIT**

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



AFFIX NOTARY STAMP / SEAL ABOVE

*[Handwritten Signature]*  
 \_\_\_\_\_  
 Signature of authorized agent of contracting business entity

Sworn to and subscribed before me, by the said Frank J. Medina, this the 21st day of July, 2016, to certify which, witness my hand and seal of office.

*[Handwritten Signature]*  
 \_\_\_\_\_  
 Signature of officer administering oath

Megan Annalise Rex  
 \_\_\_\_\_  
 Printed name of officer administering oath

Notary Public  
 \_\_\_\_\_  
 Title of officer administering oath

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 CERTIFICATION OF FILING**

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 Parsons Brinckerhoff  
 Houston, TX United States

Certificate Number:  
 2016-88324

Date Filed:  
 07/21/2016

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**  
 Fort Bend County

Date Acknowledged:  
 08/02/2016

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**  
 RFP 15-072 Work Auth. No. 2  
 Transportation planning assistance in the development of 3 alignment alternatives and corresponding service plans and operating and Business Cost Est. & assist in selection of a preferred alternative.

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			Controlling	Intermediary
	Parsons Brinckerhoff Holdings Inc	New York City, NY United States	X	

**5 Check only if there is NO Interested Party.**

**6 AFFIDAVIT** I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

\_\_\_\_\_  
 Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said \_\_\_\_\_, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, to certify which, witness my hand and seal of office.

\_\_\_\_\_  
 Signature of officer administering oath      Printed name of officer administering oath      Title of officer administering oath