



TIRZ No. 1 & No. 2 Board Regular Meeting

Dripping Springs City Hall

511 Mercer Street - Dripping Springs, Texas

Monday, March 09, 2026, at 4:00 PM

AGENDA

CALL TO ORDER AND ROLL CALL

Board Members

Place 1 Ryan Thomas, Chair

Place 3 Taline Manassian, Vice Chair

Place 2 Jessy Milner

Place 4 Miles Mathews

Place 5 Missy Atwood

Place 6 Susan Kimball

Place 7 Walt Smith

Advisory Member Bob Richardson

Staff, Consultants & Appointed/Elected Officials

City Administrator Michelle Fischer

Deputy City Administrator Shawn Cox

City Attorney Aniz Alani

Assistant City Attorney Laura Mueller

City Secretary Diana Boone

Project Manager Garrett Osborne

TIRZ Project Manager Keenan Smith, AIA

TIRZ Administrator Andrea Barnes

PRESENTATION OF CITIZENS

A member of the public that wishes to address the Board on any issue, regardless of whether it is posted on this agenda, may do so during Presentation of Citizens. It is the request of the Board that individuals wishing to speak on agenda items with a public hearing hold their comments until the item is being considered. Individuals are allowed two (2) minutes each to speak regarding issues not on the agenda and two (2) minutes per item on the agenda and may not cede or pool time. Those requiring the assistance of a translator will be allowed additional time to speak. Individuals are not required to sign in; however, it is encouraged. Individuals that wish to share documents with the Board must present the documents to the City Secretary or City Attorney providing at least eight (8) copies; if eight (8) copies are not provided, the Board will receive the documents the following day. Audio Video presentations will not be accepted during Presentation of Citizens. By law no action shall be taken during Presentation of Citizens; however, the Chair may provide a statement of specific factual information, recitation of existing policy, or direction or referral to staff.

MINUTES

- 1. Consider approval of the February 9, 2026 TIRZ No.1 & No.2 Board regular meeting minutes.**

BUSINESS AGENDA

- 2. Update regarding TIRZ Priority Project - Stephenson School Building and Parking Lot Project.** *Keenan Smith, TIRZ Project Manager and Garrett Osborne, Project Manager.*
- 3. Update regarding TIRZ Priority Project - Old Fitzhugh Road Improvement Project.** *Keenan Smith, TIRZ Project Manager.*
- 4. Update regarding TIRZ Priority Project - Mercer Street Paseo Project.** *Keenan Smith, TIRZ Project Manager.*
- 5. Discussion and possible action regarding Amendment No. 2 to Task Order No. 3 issued pursuant to the Professional Services Agreement between the City of Dripping Springs and HDR Engineering, Inc. for Downtown Parking.** *Sponsor: Mayor Pro Tem Manassian*

CLOSED SESSION

The Board has the right to adjourn into closed session on any item on this agenda and at any time during the course of this meeting to discuss any matter as authorized by law or by the Open Meetings Act, Texas Government Code Sections 551.071 (Consultation With Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gifts), 551.074 (Personnel Matters), 551.076 (Deliberation Regarding Security Devices or Security Audits), 551.0761 (Deliberation Regarding Critical Infrastructure Facility), and 551.087 (Deliberation Regarding Economic Development Negotiations), and 551.089 (Deliberation Regarding Security Devices or Security Audits). Any final action or vote on any Closed Session item will be taken in Open Session.

- 6. Consultation with Attorney and Deliberation Regarding Real Property and Easements related to TIRZ Priority Projects.** *Consultation with Attorney, 551.071, Deliberation Regarding Real Property 551.072*

UPCOMING MEETINGS

TIRZ No. 1 & No. 2 Board Meetings

April 13, 2026, at 4:00 p.m.

May 11, 2026, at 4:00 p.m.

June 8, 2026, at 4:00 p.m.

City Council Meetings

March 17, 2026, at 6:00 p.m.

April 7, 2026, at 6:00 p.m.

April 21, 2026, at 6:00 p.m.
May 5, 2026, at 6:00 p.m.
May 19, 2026, at 6:00 p.m.

ADJOURN

TEXAS OPEN MEETINGS ACT PUBLIC NOTIFICATION OF MEETING

I certify that this public meeting is posted in accordance with Texas Government Code Chapter 551, Open Meetings. This meeting agenda is posted on the bulletin board at the City of Dripping Springs City Hall, located at 511 Mercer Street, and on the City website at, www.cityofdrippingsprings.com, on March 3, 2026, at 4:30 p.m.

Diana Boone, City Secretary

This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.



TIRZ No. 1 & No. 2 Board Regular Meeting

Dripping Springs City Hall

511 Mercer Street - Dripping Springs, Texas

Monday, February 09, 2026, at 4:00 PM

DRAFT MINUTES

CALL TO ORDER AND ROLL CALL

With a quorum of board members present, Chair Thomas called the meeting to order at 4:05 p.m.

Board Members

Place 1 Ryan Thomas, Chair
 Place 3 Taline Manassian, Vice Chair
 Place 2 Jessy Milner
 Place 4 Miles Mathews
 Place 5 Missy Atwood
 Place 6 Susan Kimball (*arrived at 4:20 p.m.*)
 Place 7 Walt Smith
 Advisory Member Bob Richardson

Staff, Consultants & Appointed/Elected Officials

City Administrator Michelle Fischer
 Deputy City Administrator Shawn Cox
 Assistant City Attorney Laura Mueller
 City Secretary Diana Boone
 Project Manager Garrett Osborne
 City Engineer Chad Gilpin
 Senior Planner Sara Varvarigos
 TIRZ Project Manager Keenan Smith, AIA
 TIRZ Administrator Andrea Barnes

PRESENTATION OF CITIZENS

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the Board will receive the documents the following day. Audio Video presentations will not be accepted during Presentation of Citizens. By law no action shall be taken during Presentation of Citizens; however, the Chair may provide a statement of specific factual information, recitation of existing policy, or direction or referral to staff.

No one spoke during the Presentation of Citizens.

MINUTES

1. **Approval of the January 12, 2026 TIRZ No.1 & No.2 Board regular meeting minutes.**

A motion was made by Board Member Mathews and seconded by Board Member Atwood, to approve the January 12, 2026 minutes. The motion to approve carried unanimously 5 to 1, with Vice Chair Manassian abstaining.

BUSINESS AGENDA

2. **Presentation, discussion, and possible action on the acceptance of the Quarterly TIRZ Administrator's Report.** *TIRZ Administrator, P3 Works*

A motion was made by Board Member Smith and seconded by Vice Chair Manassian, to accept the TIRZ Quarterly Administrator's Report. The motion carried unanimously 6 to 0.

3. **Update regarding TIRZ Priority Project - Old Fitzhugh Road Improvement Project.** *Keenan Smith, TIRZ Project Manager*

- a. Utility Relocations
- b. Schedule
- c. Budget

The update was presented by TIRZ Project Manager Keenan Smith.

No action was taken.

4. **Update regarding TIRZ Priority Project - Stephenson School Building and Parking Lot Project.** *Keenan Smith, TIRZ Project Manager and Garrett Osborne, Project Manager*

The update was presented by TIRZ Project Manager Keenan Smith. Project Manager Garrett Osborne was in the audience to answer questions.

No action was taken.

5. **Update regarding TIRZ Priority Project - Mercer Street Paseo Project.** *Keenan Smith, TIRZ Project Manager*

The update was presented by TIRZ Project Manager Keenan Smith.

No action was taken.

Board Member Kimball arrived during this presentation.

6. Report on CAMPO Surface Transportation Block Grant Funding Application for Creek Road Planning Study for Fiscal Year 2028 - 2031. Deputy City Administrator: Shawn Cox

Deputy City Administrator Shawn Cox presented the report.

No action was taken.

CLOSED SESSION

The Board has the right to adjourn into closed session on any item on this agenda and at any time during the course of this meeting to discuss any matter as authorized by law or by the Open Meetings Act, Texas Government Code Sections 551.071 (Consultation With Attorney), 551.072 (Deliberation Regarding Real Property), 551.073 (Deliberation Regarding Prospective Gifts), 551.074 (Personnel Matters), 551.076 (Deliberation Regarding Security Devices or Security Audits), 551.0761 (Deliberation Regarding Critical Infrastructure Facility), and 551.087 (Deliberation Regarding Economic Development Negotiations), and 551.089 (Deliberation Regarding Security Devices or Security Audits). Any final action or vote on any Closed Session item will be taken in Open Session.

7. Consultation with attorney and deliberation regarding real property for parcels involved in TIRZ Priority Projects including Old Fitzhugh Road, Town Center, Stephenson Building, and other strategic real property acquisitions related to TIRZ Priority Projects. (551.071, Consultation with Attorney; 551.073, Deliberation Regarding Real Property).

The Board did not meet in Closed Session.

ADJOURN

A motion was made by Board Member Kimball and seconded by Board Member Milner, to adjourn the meeting. The motion carried unanimously 7 to 0.

The meeting was adjourned at 4:55 p.m.

**HDR / Doucet Task Order #3 / PSA Amendment #2
Downtown Parking
Plans Specifications and Estimates
DRAFT Staff Report- KS
March 02, 2026**

Overview & Background:

HDR /Doucet continues to serve as directed and in good faith, to diligently advance the Downtown Parking / Stephenson Parking Lot Project towards construction completion scheduled Substantial Completion by October 2026.

While initially conceived and developed as a separate TIRZ Priority Project, the Downtown Parking Project was combined with the City's Stephenson Building Renovation project for the purposes of unifying Permits, Bid Packages and Contract Awards, and both are currently under construction with a single General Contractor, with an expected opening date of 10/26.

The Downtown Parking Project was designed and engineered under scopes and fees defined in Task Order (T.O.) #3 of HDR/Doucet's their original "TIRZ Engineering and Surveying Support" Professional Services Agreement (PSA). These scopes and fees have evolved over time, responding to changing project needs.

In 2020, TIRZ Project needs and priorities were changing, and Task Order #3 was written to address those current needs. Downtown Parking Project was scoped to move forward from the approved Concept Plan into a Preliminary Design Package including Plans, Specifications and Estimates (PSE's). Doucet provided Surveying and basic Civil Engineering, with HDR supporting with Project Management and coordination. T.O. #3 also included project scopes, fees and tasks for other TIRZ Priority Projects also advancing at that time, including Town Center Support, Old Fitzhugh Road Implementation Funding Support, the Triangle Project, and Overall Project Management Support.

By 2024 TIRZ Project priorities had continued to evolve and change. The Downtown Parking PSE's were proceeding apace, while other projects were effectively on hold (Town Center), and others were either discontinued (Triangle) or being undertaken under separate Professional Service Agreements (Old Fitzhugh Road).

Thus, in July '24, Amendment 1 (A.1) of T.O. #3 worked to revise scopes and subtasks and associated fees by conserving and consolidating funds from projects no longer needed, into bolstered Downtown Parking tasks and fee allocations, thus enabling the continuing development and expected completion of Downtown Parking Lot PSE's by utilizing existing contract and fee allocations, without encumbering additional TIRZ or City Budget funds.

HDR/Doucet Downtown Parking- Contract / Timeline / Fees:

- Original T.O.#3 PSA scope 07/07/2020; Original Fee: \$139,502
- T.O. #3 Amendment 1: revised tasks & scopes 08/07/2024; Added Fee: \$0
- Total Fee Through Amendment #1: \$139,502 (unchanged)
- Billings 88% Complete (Invoices through current Billings- 9/26/25: \$123,366)
- Contract Balance Remaining: \$16,136 (allows for un-billed work completed & Doucet's remaining Civil Engineering Phase Services)

Background for Task Order #3 / Amendment 2:

TIRZ Stephenson Lot - HDR PSA Task Order #3 / Amendment 2 for Discussion and Possible Action

HDR has presented a proposal for \$28,480 in additional services costs for the following evolving project tasks:

- Added hard-wired Parking Lot Lighting circuitry, photometrics and controls
- Added (12) Parking Lot Electrical receptacle stubs, to facilitate downtown City and civic festivals & events, including a possible permanent location for the Farmers Market
- PEC electrical service provider & circuitry changes to enable these Parking Lot Electrical features
- HDR's Parking Lot Electrical & Lighting Construction Administration (for CA services remaining).

The approved TIRZ FY '26 Budget anticipated such an Amendment, and allocated \$20K to help defray these costs.

HDR/Doucet have continued to provide services, rising to project challenges and evolving scopes, resolving design issues and assisting the City's Bid process and dealing with PEC complications. Compensation for these additional tasks and scopes of work are anticipated in the executed PSA Task Order #3 nor Amendment #1. The TIRZ Project Manager and Staff has disallowed billings for Additional Services not covered by the Existing contract & Amendment.

HDR has prepared the Amendment #2 Proposal, in order to be reimbursed for uncompensated efforts on the necessary & expanded project tasks and scopes, and to serve the project through the Substantial Completion.

Amendment #2 Proposal – Task & Fee Breakdown:

- Design Package Changes ~10.4k
- PEC Changes ~\$9.7k
- Construction Support ~\$4.4k
- Project Management & Coordination ~\$3.4k
- Misc. & Expenses ~\$0.6k

•Total ~\$28.5k (70% Completed / 30% projected needed up to completion of construction)

Staff Recommendations:

- Approval of the HDR OFR PSE Amendment #1- as submitted- \$28,480
- Subject to Budget Availability (capped at \$20,000 as Approved in FY '26 Budget)
- Additional Funding Sources to be Identified:
 - TIRZ- \$8.5K (possible allocation in FY '26 Budget)
 - Transfer \$8.5K Balance from FY '26 TIRZ Misc. Consulting (\$30K avail. Unused)
 - Other Sources

Respectfully Submitted,

Keenan E. Smith, AIA
Dripping Springs TIRZ Project Manager
 Principal

City Lights Design Alliance
 P.O. 1166
 Dripping Springs, TX 78620
 (512) 659-5062 US mobile



HDR / Doucet: Task Order #3

TIRZ PM Review: 250930- KES Item 5. Invoice

HDR Engineering, Inc. Austin, TX 78701 Phone: (512) 912-5100

Please send remittance with copy of invoice to HDR Inc/US Engineering Accounts Receivable P.O.Box 74008202 Chicago, IL 60674-8202

HDR Invoice No. 1200755759 Invoice Date 9/26/2025 Month Ending 8/23/2025

City of Dripping Springs City P.O. Box 384 Dripping Springs, Texas 78620 Attn: TIRZ Project Manager Keenan Smith

Client No.: 4896 # Project No.: 10248905 \$ 5,902.50 \$ 5,902.50

For professional consulting services in connection with: City of Dripping Springs TIRZ Task Order 3

Billing Summary

Table with 7 columns: Tk #, Task Description, Total Fee, Fee Earned, Est. % Comp, Previously Billed, Currently Due. Rows include Town Center Improvements, Old Fitzhugh, Downtown Parking/Stephenson Lot, Triangle, Project Management and Project Coordination, Expenses, Subtotals, and TOTALS.

New Fee/Phase Caps per T. O #3- PSA Amendment No.1

\$16,135.86 Fee Bal. Remaining as of 9/30/25:

OK



Invoice

HDR Engineering, Inc.
 Austin, TX 78701
 Phone: (512) 912-5100

Please send remittance with copy of invoice to
HDR Inc/US Engineering Accounts Receivable
 P.O.Box 74008202
 Chicago, IL 60674-8202

HDR Invoice No. 1200755759
Invoice Date 9/26/2025
Month Ending 8/23/2025

City of Dripping Springs City
P.O. Box 384
Dripping Springs, Texas 78620

Task 1-Town Center Improvements

Personnel	Hours This Period	Hourly Rate	Total Cost
Total Hours/Labor Cost			\$ -
Sub Doucet			\$ -
Task 1-Town Center Improvements Total			\$ -
Contract Amount		\$ 1,578.00	
Amount Previously Invoiced		\$ 1,577.50	
Amount Currently Due		\$ -	
Total Billed to Date		\$ 1,577.50	
Fee Remaining		\$ 0.50	

- N/A

Task 2-Old Fitzhugh

Personnel	Hours This Period	Hourly Rate	Total Cost
Project Manager		\$ 225.00	\$ -
Senior Engineer		\$ 230.00	\$ -
CADD Technician		\$ 110.00	\$ -
Total Hours/Labor Cost			\$ -
Sub Doucet			\$ -
Task 2-Old Fitzhugh Total			\$ -
Contract Amount		\$ 4,740.00	
Amount Previously Invoiced		\$ 4,740.00	
Amount Currently Due		\$ -	
Total Billed to Date		\$ 4,740.00	
Fee Remaining		\$ -	

- N/A



Invoice

HDR Engineering, Inc.
 Austin, TX 78701
 Phone: (512) 912-5100

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P.O. Box 384
Dripping Springs, Texas 78620

HDR Invoice No. 1200755759
Invoice Date 9/26/2025
Month Ending 8/23/2025

Task 3-Downtown Parking/Stephenson Lot

Personnel	Hours This Period	Hourly Rate	Total Cost
Total Hours/Labor Cost			\$ -
Sub Doucet			\$ 2,282.50
Task 3-Downtown Parking/Stephenson Lot Total			\$ 2,282.50 OK
Contract Amount		\$ 110,830.00	
Amount Previously Invoiced		\$ 101,305.00	
Amount Currently Due		\$ 2,282.50	
Total Billed to Date		\$ 103,587.50	
Fee Remaining		\$ 7,242.50	OK

Task 4-Triangle

Personnel	Hours This Period	Hourly Rate	Total Cost
Total Hours/Labor Cost			\$ -
Sub Doucet			\$ -
Task 4-Triangle Total			\$ - N/A
Contract Amount		\$ -	
Amount Previously Invoiced		\$ -	
Amount Currently Due		\$ -	
Total Billed to Date		\$ -	
Fee Remaining		\$ -	



HDR Engineering, Inc.
Austin, TX 78701
Phone: (512) 912-5100

Invoice

Please send remittance with copy of invoice to
HDR Inc/US Engineering Accounts Receivable
P.O.Box 74008202
Chicago, IL 60674-8202

City of Dripping Springs City
P.O. Box 384
Dripping Springs, Texas 78620

HDR Invoice No. 1200755759
Invoice Date 9/26/2025
Month Ending 8/23/2025

Task 5-Project Management and Project Coordination

Personnel	Hours This Period	Hourly Rate	Total Cost
Total Hours/Labor Cost			\$ -
Sub Doucet			\$ 3,445.00

Task 5-Project Management and Project Coordination Total \$ 3,445.00 OK

Contract Amount	\$ 20,905.00
Amount Previously Invoiced	\$ 9,266.25
Amount Currently Due	\$ 3,445.00
Total Billed to Date	\$ 12,711.25
Fee Remaining	\$ 8,193.75 OK



HDR Engineering, Inc.
Austin, TX 78701
Phone: (512) 912-5100

Invoice

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HDR Inc/US Engineering Accounts Receivable
P.O.Box 74008202
Chicago, IL 60674-8202

City of Dripping Springs City
P.O. Box 384
Dripping Springs, Texas 78620

HDR Invoice No. 1200755759
Invoice Date 9/26/2025
Month Ending 8/23/2025

Expenses

Printing/Photocopying	\$	-
Travel	\$	-
GRAM	\$	-
Sub Doucet	\$	175.00
Previously Billed	\$	574.89

Expenses Total \$ 175.00 OK

Total Contract

Contract Amount	\$	139,502.00
Amount Previously Invoiced	\$	117,463.64
Amount Currently Due	\$	5,902.50
Total Billed to Date	\$	123,366.14
Fee Remaining	\$	16,135.86

Total HDR:
Total Doucet: 5,902.50

TOTAL DUE THIS INVOICE: \$ 5,902.50 OK

☆ Billings Consistent w/Work Effort? Y/N = Y

Progress Report for Period? Y/N = Y

Tasks / Fees Within Budget? Y/N = Y

Overall Fees/Phase per Cap? Y/N = Y

Any Fee/Phase Caps Exceeded? Y/N = N

Invoice Approved for Payment? Y/N = Y

KES- 250930



INVOICE

TERMS: NET 30 DAYS or Contract Terms
Finance Charge on Past Due Amount
1.5%/month (18% APR) may apply

Remit To: **Doucet & Associates, Inc.**
P. O. Box 51958
Los Angeles, CA 90051-6258

Leslie Pollack
PTOE
HDR, Inc.
leslie.pollack@hdrinc.com
Katie.wright@hdrinc.com

Invoice Date: 8/25/2025
Invoice No: 000004786
Client No: 138997
Project No: 01577009.C00R
Bill Thru Date: 8/10/2025
Project Manager: Joe Grasso

Total Due This Invoice: \$5,902.50

Project Name: Dripping Springs TIRZ Task Order 3

Description of Services:

1. Prepare civil plans including combining parking lot plans with Building plans.
2. Permitting.
3. Coordination on bidding.
4. Attend pre-bid meeting.

THIS INVOICE REPLACES INVOICE 3855 AND ALSO INCLUDES CHARGES THROUGH AUGUST 10, 2025.

Task 40-3000 Task 3 - Downtown Parking/Stephenson Lot

Professional Personnel

	Hours	Rate	Amount	
Sr. Construction Manager	.75	150.00	112.50	
Project Coordinator	4.00	140.00	560.00	
Senior Project Manager	7.00	230.00	1,610.00	
Sub-Total	11.75		2,282.50	
Sub-Total (Direct Labor)				2,282.50
		Total this Task		\$2,282.50

Task 40-5000 Task 5 - Project Mgmt and Coordination

Professional Personnel

	Hours	Rate	Amount	
Sr. Civil Technician	9.00	140.00	1,260.00	
Senior Project Manager	9.50	230.00	2,185.00	
Sub-Total	18.50		3,445.00	
Sub-Total (Direct Labor)				3,445.00
		Total this Task		\$3,445.00

Kleinfelder prefers to receive payments via Automated Clearing House (ACH). Please include the above invoice number on your payment. For additional information regarding ACH payments, email efremitt@kleinfelder.com.

Task	90-0000	Expenses		
Reimbursable Expenses				
Permits				
6/10/2025	Perkins, Meranda	29-17390-30JUN25_TDLR Project Registrati	175.00	
	Total Reimbursables		175.00	175.00
		Total this Task		\$175.00

Please Pay This Invoice Amount: \$5,902.50

Project Budget Summary	Amount
Total Amount Budgeted	\$85,975.00
Amount Due This Invoice	\$5,902.50
Amount Previously Invoiced	\$62,528.64
Total Invoiced to Date	\$68,431.14
Budgeted Amount Remaining	\$17,543.86

Progress Report

City of Dripping Springs TIRZ Task Order 3

June - August 2025

Description of Work Performed During the Past Period

- TASK 1. TOWN CENTER SUPPORT
 - No Tasks

- TASK 2. OLD FITZHUGH ROAD
 - No Tasks

- TASK 3. DOWNTOWN PARKING / STEPHENSON LOT
 - Finalize Permitting
 - Support City and ArchiTexas in development of bid documents
 - Attend pre-bid meeting

- TASK 4. TRIANGLE
 - No Tasks

- TASK 5. PROJECT MEETING AND COORDINATION
 - Project management and administration

- TASK 6. EXPENSES
 - TDLR Registration

Project Challenges and Resolutions During the Past Period

None during the past period

Anticipated Work to be Performed Next Period

- TASK 1. TOWN CENTER SUPPORT
 - No Tasks

- TASK 2. OLD FITZHUGH ROAD
 - No Tasks

- TASK 3. DOWNTOWN PARKING / STEPHENSON LOT
 - Address RFIs from contractor

- TASK 4. TRIANGLE
 - No Tasks

- TASK 5. PROJECT MEETING AND COORDINATION
 - Project management and administration

- TASK 6. EXPENSES
 - None



**DRIPPING SPRINGS TIRZ PRIORITY PROJECTS:
TASK ORDER 3, AMENDMENT 2**

February 24, 2026

SCOPE OF WORK

Task 1: Town Center Support

- No additional tasks will be performed on the Town Center project.

Task 2: Old Fitzhugh Road

- No additional tasks will be performed on the Old Fitzhugh Road project under this contract.

Task 3: Downtown Parking/Stephenson Lot

The following additional tasks are required to support the Downtown Parking / Stephenson Lot project:

3.1 Site Survey

- No additional tasks will be performed under this contract.

3.2 Design Package

- HDR: Provide support services to City of Dripping Springs and Doucet for preparation of revised Plans, Specification & Estimates for Downtown Park/ Stephenson Lot. Design changes include the following:
 - Develop new electrical plans, specifications, and estimates to include electrical service power for custom parking lot food vendor outdoor plugging box pedestals. The new parking lot electrical will include multiple electrical services, multiple panelboards, multiple equipment racks, underground branch circuit ductbanks, handholes, equipment grounding, food vendor outdoor plugging box pedestals, and steel reinforced concrete pedestal foundation bases. Design tasks include the following:
 - Redevelop the parking lot illumination design for 90% and 100% design submittals that will include the following: wired parking lot illumination assembly layout, underground branch circuit ductbanks layout, Illumination assembly pole foundation base detail, illumination assembly pole grounding, installation details, diagrams, schedules, schematics, quantities, photometric analysis, and specifications.
 - Develop parking lot electrical design for 90% and 100% design submittals that will include the following: multiple metered electrical services and wired food vendor outdoor plugging box pedestals layout, underground branch circuit ductbanks layout, custom outdoor plugging box pedestals and foundation base detail, equipment

grounding, installation details, diagrams, schematics, schedules, quantities, load analysis, and specifications.

- Redevelop the electrical plans, specifications, and estimates in response to the PEC field review after project awarded. PEC has changed their design approach to the quantity of metered electrical services for the City of Dripping Springs Downtown Stephenson Lot project. PEC has directed the design team to proceed with a single metered electrical service for powering the food vendor outdoor plugging box pedestals. The redesigned parking lot electrical will include a single metered electrical service, single panelboard, single equipment rack, handhole(s), equipment grounding, underground branch circuit ductbanks, food vendor outdoor plugging box pedestals, and steel reinforced concrete pedestal foundation bases. Design tasks include the following:
 - Redevelop parking lot electrical design for 100% design – PEC design changes submittal that will include the following: single metered electrical service and wired food vendor outdoor plugging box pedestals layout, underground branch circuit ductbanks layout, custom outdoor plugging box pedestals and foundation base detail, equipment grounding, installation details, diagrams, schematics, schedules, quantities, load analysis, and specifications.
 - Contact PEC for coordinating electrical service(s) power requirements, available voltages, service drop locations, electrical service types, and electrical service loads.
 - Attend virtually the PEC field review meeting.
 - Attend virtually the PEC coordination meeting.
- Design Exclusions: Develop existing parking lot illumination removal plans, revising or adding new electrical loads to any existing electrical systems within the project limits, final selective coordination study, arc flash analysis, multiple design alternatives, site visits/ meetings, extensive illumination assembly selection alternatives and presentations, and additional construction administration services (change orders, weekly progress meetings, and estimate reviews).
- Doucet:
 - No additional tasks are required.

3.3 Permits & Bidding

- No tasks assumed

3.4 Construction Support

- HDR:
 - Review shop drawing submittals. Four (4) submittals are assumed.
 - Answer questions (RFI) related to illumination during project construction. Four (4) RFIs are assumed.
 - No Change Orders are assumed.
 - No field reviews are assumed.
- Doucet:

- No additional tasks are required.

Task 4: Triangle Project

- No additional tasks will be performed on the Triangle project.

Task 5: Project Meetings, Coordination, and Team Work Sessions

The following additional tasks are anticipated on the project.

5.1: TIRZ Board Meetings

- No tasks assumed

5.2: Stakeholder Engagement and Public Outreach

- No tasks assumed

5.3: Team Work Sessions

- No tasks assumed

5.4: Project Schedule and Invoicing

- HDR/Doucet:
 - Monthly progress reports with invoices (4 assumed)
 - Project coordination (telephone conferences) with TIRZ Project Manager (2 assumed)

		APPROVED			ADDITIONAL TASKS			UPDATED		
		HDR	DOUCET	TOTAL	HDR	DOUCET	TOTAL	HDR	DOUCET	TOTAL
1	Town Center Improvements									
	Hours				0	0	0			0
	Fee	\$1,578	\$0	\$1,578	\$0	\$0	\$0	\$1,578	\$0	\$1,578
2	Old Fitzhugh									
	Hours				0	0	0			0
	Fee	\$4,740	\$0	\$4,740	\$0	\$0	\$0	\$4,740	\$0	\$4,740
3	Downtown Parking/Stephenson Lot									
	Hours				144	0	144			0
	Fee	\$33,420	\$77,410	\$110,830	\$25,040	\$0	\$25,040	\$58,460	\$77,410	\$135,870
4	Triangle									
	Hours				0	0	0			0
	Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Project Management and Project Coordination									
	Hours				14	0	14			0
	Fee	\$13,040	\$7,865	\$20,905	\$3,440	\$0	\$3,440	\$16,480	\$7,865	\$24,345
6	Expenses									
	Hours						0			0
	Fee	\$749	\$700	\$1,449	\$0	\$0	\$0	\$749	\$700	\$1,449
	TOTAL HOURS	0	0	0	158	0	158	0	0	0
	TOTAL FEE	\$53,527	\$85,975	\$139,502	\$28,480	\$0	\$28,480	\$82,007	\$85,975	\$167,982

DRIPPING SPRINGS TIRZ PRIORITY PROJECTS

TASK ORDER 3 - AMENDMENT 2

2/25/2026

Item 5.

		HDR		DOUCET		TOTAL
		Hours	Fee	Hours	Fee	
1	Town Center Improvements					
		0	\$0	0	\$0	\$0
2	Old Fitzhugh					
		0	\$0	0	\$0	\$0
3	Downtown Parking/Stephenson Lot					
3.1	Survey	0	\$0	0	0	
3.2	Design Package	118	\$20,060	0	0	
3.3	Permits and Bidding	0	\$0	0	0	
3.4	Construction Support	0	\$4,380	0	0	
	Total	144	\$25,040	0	\$0	\$25,040
4	Triangle					
		0	\$0	0	\$0	\$0
5	Project Management and Project Coordination					
5.1	TIRZ Board Meetings	2	\$600	0	0	
5.2	Stakeholder Engagement/Public Outreach	0	\$0	0	0	
5.3	Team Work Sessions and Coordination	2	\$600	0	0	
5.4	Project Schedule and Invoicing	10	\$2,240	0	0	
	Total	14	\$3,440	0	\$0	\$3,440
6	Expenses					
		-	\$0		\$0	\$0
	TOTAL	158	\$28,480	0	\$0	\$28,480

HDR Engineering, Inc.

		Proj Principal	Sr. Env Lead	Proj Manager	QC Manager	Public Involvement Manager	Sr. Real Estate Lead	Se. Utility Engr	Sr. Drain Engr	Sr. Light Engr	Sr. Env. Scientist	Sr. Engr	Proj Engr	Sr. Real Estate Spec	Real Estate Spec	EIT	Env Scientist	GIS Analyst	Graphic Designer I	Sr Tech	CADD Tech	Arch/Historian	Admin Asst	TOTAL
		\$330	\$235	\$300	\$290	\$235	\$300	\$250	\$230	\$260	\$150	\$255	\$175	\$200	\$125	\$135	\$120	\$145	\$115	\$170	\$130	\$110	\$110	
1	Town Center Improvements																							
	Task Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Task Subtotal Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2	Old Fitzhugh																							
	Task Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Task Subtotal Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	0	\$0	\$0	\$0	\$0	\$0
3	Downtown Parking/Stephenson Lot																							
3.1	Survey																							0
3.2	Design Package																							0
3.2a	Conceptual Design																							0
3.2b	30% Design Plans																							0
3.2c	Illumination & Electrical (90% & 100% Illumination Redesign)																							0
	Illumination & Electrical (90% & 100% Electrical Design)			2																				2
	Custom Outdoor Plugging Pedestal Selection & Options									1			2				2							5
	Voltage Drop Analysis, Load Analysis, Short Circuit Analysis & Overcurrent Protection									2														2
	Electrical Summary & General Notes									1			2				2							5
	Electrical Layout Plans									1			4				2							7
	Electrical Details, Diagrams, Schedules & Schematics									1			8				4							13
	Standards, Specifications & Cost Estimate									2			2				2							6
	QAQC Reviews									1			2				2							5
	Design Review Comment Responses									2			4				8							14
	Attend Design Review Meetings (virtually)												2											2
	Illumination & Electrical (100% Electrical Redesign - PEC Changes)			2																				2
	Voltage Drop Analysis, Load Analysis, Short Circuit Analysis & Overcurrent Protection												2				2							4
	Electrical Layout Plans									1			8				8							17
	Electrical Details, Diagrams, Schedules & Schematics									1			16				8							25
	QAQC Reviews									1			2				2							5
	Attend PEC Field Review Meeting (virtually)												2											2
	Attend PEC Coordination Meeting (virtually)												2											2
3.2d	Landscape plan and specifications (Coordination)																							0
3.2e	Final Design Plans and specifications																							0
3.3	Permits and Bidding																							0
3.4	Construction Support																							0
	Shop Drawing Submittals												8											8
	RFIs									2			4				8							18
	Task Subtotal Hours	0	0	4	0	0	0	0	0	16	0	0	70	0	0	50	0	0	0	4	0	0	0	144
	Task Subtotal Fee	\$0	\$0	\$1,200	\$0	\$0	\$0	\$0	\$0	\$4,160	\$0	\$0	\$12,250	\$0	\$0	\$6,750	\$0	\$0	\$0	\$680	\$0	\$0	\$0	\$25,040
4	Triangle																							
4.1	TxDOT Project Planning Support																							0
4.2	FEMA Flood Plain Mapping Support																							0
	Task Subtotal Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	Task Subtotal Fee	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
5	Project Management and Project Coordination																							
5.1	TIRZ Board Meetings			2																				2
5.2	Stakeholder Engagement/Public Outreach																							0
5.3	Team Work Sessions			2																				2
5.4	Project Schedule and Invoicing			6																			4	10
	Task Subtotal Hours	0	0	10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	14
	Task Subtotal Fee	\$0	\$0	\$3,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$440	\$3,440
6	Expenses																							
	Turning Movement Counts																							\$0
	Tube Counts																							\$0
	Printing																							\$0
	Mileage																							\$0
	Task Subtotal Fee																							\$0
	TOTAL HOURS	0	0	14	0	0	0	0	0	16	0	0	70	0	0	50	0	0	0	4	0	0	4	158
	TOTAL FEE	\$0	\$0	\$4,200	\$0	\$0	\$0	\$0	\$0	\$4,160	\$0	\$0	\$12,250	\$0	\$0	\$6,750	\$0	\$0	\$0	\$680	\$0	\$0	\$440	\$28,480

\$10,380

\$9,680

\$4,380

\$3,440

HDR09122017

PROFESSIONAL SERVICES AGREEMENT

This Agreement, made and entered into this, the 12th day of Sept., 2017 and between the **City of Dripping Springs**, Texas (hereinafter referred to as the "City") and - **HDR Engineering, Inc**, (hereinafter referred to as "Contractor"), is understood and agreed to be as set forth herein:

1. **Description of Services:** Services will be provided through a series of Task Orders separately approved:
 - (a) Contractor shall deliver reports to the Dripping Springs Tax Increment Reinvestment Zone (TIRZ) Project Manager via mail, in person, facsimile, or other electronic means as appropriate and in the format described in the Scope of Services in **Attachment B**.
 - (b) If the TIRZ's assignment of duties for a specific project is declined by Contractor, then the City may assign said duties to another employee or Contractor at the City's discretion. Contractor does not have the authority to unilaterally select another contractor to perform the work the Contractor was assigned. Contractor shall assist the City in the selection of additional contractors when requested by the TIRZ. No minimum amount of work is guaranteed by this Agreement.
 - (c) Contractor may from time to time be called upon to perform the following services:
 - (1) Attend meetings of the TIRZ Board, City Council, when requested by the TIRZ Project Manager, Mayor, or City Administrator; and/or
 - (2) Attend other public or private meetings involving TIRZ and Town Center matters related to the duties performed under this Agreement.
 - (d) On a monthly basis, the Firm will provide the TIRZ Project Manager and City Administrator with a written report describing the progress on each of the TIRZ Engineering and Surveying Services Task Orders and the overall status of all work under this Agreement.
 - (e) Contractor shall conduct business in good faith displaying professionalism and a courteous manner in dealings with the staff, citizens, and customers of the City.

- (f) Contractor will report to the City Administrator and Chair of the TIRZ Boards, verbally or in writing, any conflicts between Contractor and any citizen or customer in the course of performing said duties and responsibilities.
 - (g) The Contractor shall assign to the City a minimum of one (1) staff person, as “Project Manager,” who is a Professional Engineer licensed to practice in the State of Texas. The Project Manager will be the City’s primary point of contact.
 - (h) Contractor shall maintain complete and accurate records of work performed for the City. Contractor shall manage both public and confidential records that Contractor obtains pursuant to this Agreement with the understanding that some records may be subject to state open records laws. Contractor shall comply with the City’s public information policies.
 - (i) Performs other related duties as needed.
2. **Payment for Services:** The TIRZ shall compensate Contractor in accordance with the fee structure contained in Contractor’s fee proposal attached as **Attachment “A”** and the series of Task Orders separately approved, but included in this Agreement for all purposes. Contractor shall invoice City in accordance with Contractor’s attached proposal and approved Task Orders. The TIRZ shall compensate the Contractor within thirty (30) days of approving the Contractor’s invoice.
 3. **Duration:** This Agreement shall be in effect for a period of two (2) years unless terminated as provided below.
 4. **Renewal:** This Agreement shall automatically renew after two (2) years unless: (a) terminated, as set out below, or (b) either party provides notice of intent not to renew to the other party thirty (30) days prior to the end of the current term.
 5. **Termination:** Either party may terminate this Agreement by a thirty (30) day written notice.
 6. **Relationship of Parties:** It is understood by the parties that Contractor is an independent contractor with respect to the City and not an employee of the City. City will not provide fringe benefits, including health insurance benefits, paid vacation, or any employee benefit, for the benefit of Contractor. The City may contract with other individuals for firms for engineering, surveying, and TIRZ services.
 7. **Limitations:** Pursuant to Section 2.02.002 of the City of Dripping Springs Code of Ordinances, if the Contractor has a substantial interest in a business entity, or represents a person or business entity that has any pending applications with the city,

shall file a notice with the city secretary stating such interest or representation at least two weeks prior to the date of any consideration of such application by the appropriate body of the city. If such body desires such city contractor to continue to advise such body regarding such application, a written acknowledgement and waiver shall be executed by the presiding officer of such body.

- 8. Employees:** Contractor employees, if any, who perform services for City under this Agreement shall also be bound by the provisions of this Agreement. At the request of City, Contractor shall provide adequate evidence that such persons are Contractor's employees.
- 9. Injuries/Insurance:** Contractor acknowledges his/her obligation to obtain appropriate insurance coverage for the benefit of Contractor's employees, if any. Contractor waives the rights to recovery from City for any injuries that Contractor and/or Contractor's employees may sustain while performing services under this Agreement. Contractor to provide a copy of proof of insurance coverage to City at least ten (10) days prior to end of any existing coverage period if Contractor uses the services of any of Contractor's employees for the provision of services to the City.
- 10. Indemnification:** Contractor agrees to indemnify and hold City harmless from all claims, losses, expenses, fees, including reasonable attorney's fees, costs, and judgments that may be asserted against City, Dripping Springs Tax Increment Reinvestment Zones, Dripping Springs Independent School District, Hays County, or Dripping Springs Library District that result from negligent acts or omissions of Contractor, Contractor's employees, if any, and Contractor's agents.
- 11. Assignment:** Contractor's obligation under this Agreement may not be assigned or transferred to any other person, firm, or corporation without the prior written consent of City. The City has given its consent for HDR Engineering to use Doucet Engineering for some services.
- 12. Notice:** All notice required or permitted under this Agreement shall be in writing and shall be delivered either in person or deposited in the United States mail, postage prepaid, addressed as follows:

For the City:

TIRZ Project Manager
City of Dripping Springs City
P.O. Box 384
Dripping Springs, TX 78620
512-858-4725

For the Contractor:

HDR Engineering, Inc.
504 Lavaca St. Suite 1175
Austin, TX 78701
c/o Rashed Islam, P.E. (512)
904-3700

Either party may change such address from time to time by providing written notice to the other in the manner set forth above. Notice is deemed to have been received three (3) days after deposit in U.S. mail.

13. Entire Agreement: This Agreement contains the entire Agreement of the parties and there are no other promises or conditions in any other Agreement whether oral or written other than separately approved Task Orders specifically referencing this Agreement and all exhibits attached to this Agreement. This Agreement supersedes and prior written agreements between the parties.

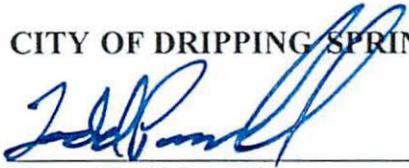
14. Amendment: This Agreement may be modified or amended only if the amendment is made in writing and is signed by both parties.

15. Severability: If any provision of this Agreement shall be held to be invalid or unenforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.

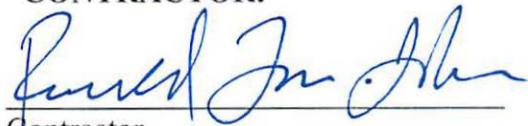
16. Waiver of Contractual Right: The failure of any party to enforce any provision of this Agreement shall not be construed as a waiver of that party's right to subsequently enforce and compel strict compliance with every provision of the Agreement.

17. Applicable Law: The laws of the State of Texas shall govern this Agreement.

18. Venue: The venue for any and all legal disputes arising under this Agreement shall be Hays County, Texas.

CITY OF DRIPPING SPRINGS:


Mayor Todd Purcell

CONTRACTOR:


Contractor

Sept. 22, 2017

Date

9/27/17

Date

ATTEST:

Andrea Cunningham
Andrea Cunningham, City Secretary



170906-KS

DRIPPING SPRINGS TIRZ PRIORITY PROJECTS
 TASK ORDER 1
 SUMMARY OF FEE PROPOSAL
 SEPTEMBER 6, 2017

Task Order #1
 Base Scope Fees:

BASE FEE		MAS	HDR	DOUCET	TOTAL
Task 1	Project Management and Coordination	\$18,360	\$13,820	\$17,220	\$49,400
Task 2	Regional Detention/Water Quality Strategy	\$0	\$0	\$7,810	\$7,810
Task 3	Old Fitzhugh Road	\$12,140	\$34,170	\$32,930	\$79,240
Task 4	Town Center Improvements	\$77,240	\$35,400	\$55,610	\$168,250
Task 5	Triangle	\$5,240	\$10,840	\$10,685	\$26,765
Expenses		\$1,400	\$2,242	\$700	\$4,342
TOTAL BASE FEE		\$114,380	\$96,472	\$124,955	\$335,807
ADDITIONAL TASKS		MAS	HDR	DOUCET	TOTAL
Task 1:	Meetings	\$0	\$1,590	\$0	\$1,590
Task 4.1	Survey	\$0	\$0	\$9,080	\$9,080
Task 4.7	Draft and Final Solicitation Document	\$24,500	\$0	\$0	\$24,500
Task 5:	Triangle	\$0	\$25,240	\$7,490	\$32,730
Task 6:	Downtown Parking	\$6,280	\$9,090	\$0	\$15,370
Expenses		\$400	\$324	\$0	\$724
TOTAL ADDITIONAL TASKS		\$31,180	\$36,244	\$16,570	\$83,994
TOTAL ALL TASKS		\$145,560	\$132,716	\$141,525	\$419,801

CITY OF DRIPPING SPRINGS
TIRZ

TASK ORDER 1

HDR/Doucet
Base Scope Fees:

9/6/17
170906- KS

		HDR	HDR ADD	DOUCET	DOUCET	TOTAL
1	Project Management and Project Coordination					
	Hours	80	12	90	0	182
	Fee	\$13,820	\$1,590	\$17,220	\$0	\$32,630
2	Regional Detention and Water Quality Strategy					
	Hours	0	0	50	0	50
	Fee	\$0	\$0	\$7,810	\$0	\$7,810
3	Old Fitzhugh					
	Hours	290	0	242	0	532
	Fee	34170	0	\$32,930	\$0	\$67,100
4	Town Center Improvements					
	Hours	249	0	422	74	745
	Fee	\$35,400	\$0	\$55,610	\$9,080	\$100,090
5	Triangle					
	Hours	80	227	79	50	436
	Fee	\$10,840	\$25,240	\$10,685	\$7,490	\$54,255
6	Downtown Parking					
	Hours	0	67	0	0	67
	Fee	\$0	\$9,090	\$0	\$0	\$9,090
6	Expenses					
	Hours	-	-	-	-	-
	Fee	\$2,242	\$324	\$700	\$0	\$3,265
TOTAL HOURS		699	239	883	124	1945
TOTAL FEE		\$96,472	\$36,244	\$124,955	\$16,570	\$274,240

Total HDR/Doucet
Base Scope Fees:
\$221,427



HDR Labor Schedule
Hourly Rates
City of Dripping Springs

Effective September 6, 2017

Project Principal	\$280.00
Senior Environmental Lead	\$220.00
Project Manager (Pollack)	\$190.00
QC Manager	\$200.00
Senior Real Estate Lead	\$275.00
Senior Utility Engineer	\$220.00
Senior Drainage Engineer	\$210.00
Senior Lighting Engineer	\$190.00
Senior Environmental Scientist	\$195.00
Senior Engineer	\$185.00
Project Engineer (Walker)	\$130.00
Senior Real Estate Specialist	\$150.00
Real Estate Specialist	\$120.00
EIT	\$115.00
Environmental Scientist	\$110.00
GIS Analyst	\$110.00
Graphic Design	\$150.00
CADD Technician	\$90.00
Archeology/Historian	\$85.00
Administrative Assistant	\$75.00
Expenses	100% of cost
Mileage	Current IRS Rate



hdrinc.com

504 Lavaca Street, Suite 1175, Austin, TX 78701-2817
(512) 904-3700



7401B Highway 71 West, Suite 160
Austin, TX 78735
Office: 512.583.2600
Fax: 512.583.2601

Doucetengineers.com

Schedule A

Doucet & Associates 2017 Fee Schedule (effective 01/01/2017)

<u>Personnel</u>	<u>Hourly Fee</u>	<u>Personnel</u>	<u>Hourly Fee</u>
Principal Engineer (PE)	\$225.00	Principal Surveyor (RPLS)	\$215.00
Senior Project Manager	\$200.00	Survey Project Manager (RPLS)	\$170.00
Project Manager	\$185.00	Project Surveyor (RPLS)	\$140.00
Senior Project Engineer (PE)	\$160.00	Sr. Survey Technician	\$110.00
Staff Engineer	\$120.00	Survey Technician	\$ 95.00
Engineer Associate II	\$115.00	GIS Specialist	\$ 90.00
Engineer Associate I	\$ 95.00	One-Person Field Crew	\$110.00
Sr. Construction Technician	\$139.00	Two-Person Field Crew	\$150.00
Sr. Civil Technician	\$130.00	Three-Person Field Crew	\$170.00
Civil Technician	\$115.00	Party Chief-Time Basis	\$ 95.00
Assistant Civil Technician	\$105.00	Lidar Scanner	\$100.00
CADD Operator II	\$ 90.00	Ground Targets	\$20/ea
CADD Operator I	\$ 80.00	Concrete Monuments	\$250/ea
		ATV/Boat/Sonar	\$100/day
Senior Planner (AICP)	\$155.00		
Project Planner	\$140.00	Sr. Operations Assistant	\$ 85.00
Staff Planner	\$110.00	Operations Assistant	\$ 65.00
Planning Technician	\$ 95.00	Administrative Assistant	\$ 65.00
Expert Witness (research, depositions, testimony, with a 4-hour minimum for court appearances)	\$430.00	Mileage	Current IRS Rate

Reimbursable Expenses

Direct non-salary expenses incurred and not applicable to general overhead are billed at cost plus fifteen percent (15%) for administrative and handling charges. Please note that physical backup for reimbursable expenses will not be included with invoices unless a written request to do so is submitted to D&A's accounting department.

Reimbursable Expenses include, but are not limited to, the following:

Travel and lodging, including out of town transportation by D&A's vehicles at standard rates; mail, delivery, courier and express charges; legal and accounting fees (including attorney's fees charged by D&A's attorney for review or negotiation of any certificates or similar documents requested by Client or a lender doing business with Client); in-house reproduction costs (to be charged at prevailing commercial rates); subconsultants; photographs; environmental fees; late fees caused by Client; charges incurred in stopping or resuming work in accordance with this

COMMITMENT YOU EXPECT.
EXPERIENCE YOU NEED.
PEOPLE YOU TRUST.



mccann adams studio

MEMORANDUM

TO: Keenan Smith, City of Dripping Springs TIRZ Program Manager

FROM: Jim Adams AIA, LEED AP, Principal, McCann Adams Studio

RE: Dripping Springs TIRZ Priority Projects Task Order 1 Scope of Work

CC: Leslie Pollack PE, HDR; Tom Hegemier PE, Doucet; Ed Prince RPLS, Doucet

DATE: September 6, 2017

Keenan,

Attached is the revised scope of work and schedule for the TIRZ Priority Projects, based upon our meeting on August 29th. The scope and schedule is based upon coordination with HDR and Doucet. A summary of our fee proposal and the breakdowns by firm are also attached. The following provides a summary of the changes that we've made since our original scope of work dated August 25th:

General: Labor rates were adjusted as per attached rate sheets.

Task 2: Regional Detention/Water Quality Study: We have accelerated Doucet's drainage analysis to the first ten weeks of the work so that they can help us identify opportunities for regional detention and water quality facilities that will reduce the on-site burden on individual properties within the historic districts and the planned Town Center area. This work will inform the conceptual plans being prepared for Old Fitzhugh Road, the Triangle and the Town Center.

Task 3: Old Fitzhugh Road: We have streamlined this task. Rather than two alternatives we will focus on one preferred solution based upon our walk-through in early September and the input we receive from a stakeholder workshop held in early October. McCann Adams Studio will prepare typical cross sections and a sketch concept of the alignment and provide it to HDR for delineation in CAD.

Task 4: Town Center Improvements: The only change made in this task is the potential designation of the Solicitation Document Task 4.9 as optional, allowing this

effort to be deferred to the next year. MAS will still prepare development standards that could be incorporated within a Planned Development District as part of Task 4.8 Final Development Plan.

Task 5: Triangle: This task has been streamlined. We are assuming that following preparation of the regional drainage strategy and property survey by Doucet and the traffic study by HDR, the design team will conduct a work session with the Program Manager and other stakeholders to develop a preliminary concept, taking into account: right-of-way needs along US290, RR12 and Mercer Street; and flooding parameters from the ongoing FEMA floodplain mapping process. Following this session, MAS will prepare a site plan concept for consideration by the TIRZ board. The preparation of engineering concept plans, on-site detention, on-site water quality, and technical memorandum for the Triangle is presented as an optional task for HDR and Doucet.

Task 6: Downtown Public Parking: We have made this an optional task, and reduced the level of effort, with the assumption that the site plans for new parking facilities will be focused solely on public rights-of-way and City-owned property within the Downtown.

Please feel free to call either myself, Leslie, Tom or Ed if you have any questions.

**DRIPPING SPRINGS TIRZ PRIORITY PROJECTS:
TASK ORDER 1
September 6, 2017**

SCOPE OF WORK

Task 1: Project Meetings and Work Sessions

1.1: Project Schedule and Invoicing

- Monthly progress reports with invoice
- Project coordination (telephone conferences) with TIRZ Project Manager

1.2: Team Work Sessions

- A total of nine monthly team meetings (TIRZ Program Manager, MAS, HDR, Doucet) in Dripping Springs
- TIRZ Project Manager and MAS will prepare agenda and meeting notes
- Invitees to meeting could include stakeholders (e.g., representatives from DSISD, Fire Department, Historic Preservation Board etc.)
- Meetings could include stakeholder workshops.
- Meetings will involve progress on one or more of the four project tasks per schedule

1.3: TIRZ Board/Stakeholder Meetings (5 total)

- Kick-Off meeting with TIRZ Board and other stakeholders in early September
- TIRZ Board will host a total of four additional work sessions (roughly on eight week intervals)
- MAS will prepare agenda and meeting notes
- Meetings will provide updates and describe work in progress
- Stakeholder meetings should be combined whenever feasible
- Board will provide direction and approvals as required

1.4: Additional Meetings and Presentations (up to 6)

- Three rounds of meetings/presentations at key milestone points (e.g. following completion of Town Center and Old Fitzhugh Concept Plans, at completion of Draft Town Center Development Plan and Triangle Concept Plan, and at completion of Draft Development Solicitation Document and Downtown Parking Strategy)
- Meetings could be with policy making boards and committees (e.g., Transportation Committee, Historic Preservation Board, DSISD Board, City Council)

Task 2: Regional Detention/Water Quality Strategy (Doucet)

2.1: Regional Detention Assessment

- In parallel with the conceptual design studies for Old Fitzhugh Road and the Town Center, Doucet in consultation with the City engineer will prepare a regional detention and water quality strategy aimed at reducing on-site requirements for detention and water quality within the historic districts of Dripping Springs and in the future Town Center. Doucet will evaluate existing

reports, studies, and development plans to **develop one potential regional detention improvement project** that can mitigate impervious cover increases at the Town Center, Old Fitzhugh Road, and the Triangle. We will also assess the potential of redevelopment projects on Old Fitzhugh Road to participate in a regional detention program. This will include the consideration of a participation fee. The advantage of a regional program is that redevelopment projects will not be encumbered with on-site detention and water quality improvements to maximize their economic potential.

2.2: Regional Water Quality Assessment

- Doucet will evaluate existing reports, studies, and development plans to **develop one potential regional water quality improvement project** that could mitigate impervious cover increase at the Town Center, Old Fitzhugh Road, and the Triangle. We will consider the TCEQ Edwards Aquifer Protection Program and City of Dripping Springs Water Quality Ordinance requirements. We will assess the potential of redevelopment projects on Old Fitzhugh Road to participate in a regional water quality program and will include the consideration of a participation fee. The City Water Quality Ordinance will be evaluated in this process.

2.3: Technical Memorandum

- Technical Memorandum to summarize findings and recommendations.

Task 3: Old Fitzhugh Road

3.1: Survey (Doucet)

- Doucet will perform a topographic survey for conceptual planning per the *TIRZ-Task1-SurveyLimits-D&A170824.pdf* exhibit. The survey will be based on NAD 83 (2011) using NAVD88 vertical datum with Geoid 12A. Doucet will establish geodetic control on site and contact Texas 811 to coordinate a utility locate. The survey will field locate found visible features, both horizontally and vertically, including existing on-site structures, drainage features, sidewalks, curb lines, pavement, protected trees in accordance with the current Municipal Code, visible above-ground utility appurtenances and utility locate designations. The topographic survey will obtain field elevations throughout the project site and will be utilized in developing a digital terrain model.
- Doucet will perform a ROW verification survey per the abovementioned exhibit to generally locate property lines for conceptual planning reference.

3.2: Preliminary Base Map

- Prior to completion of the survey, MAS will prepare a preliminary base map based on existing HCAD information and aerial photography.
- Doucet and HDR will add additional layers based on their initial files.
- As survey information is compiled, Doucet will provide it to the team to aid in conceptual planning.

3.3: Site Reconnaissance and Brainstorm Session

- Walk through with TIRZ Project Manager to map key opportunities and constraints including: property access and parking, heritage trees, pedestrian/bicycle connections, overhead electrical/communication lines etc.

3.4: Traffic Analysis (HDR)

- Obtain and review available data
- Collect traffic data:
 - 24-hour tube count on Old Fitzhugh Road
 - AM and PM peak turning movement counts at Mercer and Old Fitzhugh Road
- Operational Analysis and Recommendations

3.5: Preliminary Concept(s)

- Prepare one preliminary concept for Old Fitzhugh Road.
 - 3.5.1 *Preliminary Alignment: MAS to prepare sketch concept for HDR to finalize*
 - 3.5.2 *Typical Sections: MAS to prepare*
 - 3.5.3 *Streetscape Concepts: MAS to prepare.*
 - 3.5.4 *Intersection layout (two intersections): HDR to prepare*
 - 3.5.5 *Drainage Strategy: Doucet will use the findings from Task 2 and Tasks 3.7 and 3.8 to coordinate with the Design Team to align drainage, detention, water quality alternatives with the transportation and street concepts. Will identify the preferred conveyance system for one street section.*

3.6: Engineering Memorandum (HDR/Doucet)

Prepare a draft and final memorandum summarizing the following information:

- 3.6.1 *Existing Conditions (survey, utilities, drainage, traffic operations)*
- 3.6.2 *Proposed Improvements (design criteria, roadway cross-section, intersection treatments, drainage, traffic operations)*
- 3.6.3 *Right-of-Way requirements*
- 3.6.4 *Construction cost estimates*

3.7 Local Drainage/Detention Assessment

Localized detention for Old Fitzhugh Road will also be evaluated for two street sections. A brief technical memorandum will summarize findings and can be inserted into the Engineering Memorandum.

3.8 Local Water Quality Assessment

Localized water quality protection will be evaluated for two street sections and include potential LID measures such as rain gardens, filter strips, grassy swales, and permeable pavements/trails. A technical memorandum will summarize findings and can be inserted into the Engineering Memorandum.

Task 4: Town Center Improvements

4.1: Survey (Doucet)

- Doucet will perform a topographic survey for conceptual planning per the *TIRZ-Task 3-SurveyLimits-D&A170905.pdf* exhibit following the same guidelines from Task 3.1.
- Doucet will perform a boundary verification survey per the abovementioned exhibit to generally locate property lines for conceptual planning reference.
- Expanded survey limits to include Walnut Springs Elementary School **(Optional)**

4.2: Preliminary Base Map

- MAS will prepare preliminary base map based on existing HCAD information and aerial photography
- Doucet and HDR will add additional layers based on their internal files.
- As survey information is compiled, Doucet will provide it to the team to aid in conceptual planning.

4.3: Parking/Traffic Analysis (HDR)

- Trip Generation and Distribution
- School Parking Requirements and Drop Off Operations
- Shared Parking Analysis
- Site Circulation
- Roadway Alignment Recommendations
- On-Site/Off-site Transportation Improvements

4.4: Preliminary Work-Out of Vision Plan

- MAS will coordinate plan preparation with HDR and Doucet
- Plan will build on original TIRZ vision and concept diagram, and overlay proposed solutions to parking, drainage, school field, etc.
- Plan will be reiterated through successive team work sessions with TIRZ Project Manager and key stakeholders (see 1.2 above)
- Alternatives will be identified and depicted as appropriate
- TIRZ/stakeholder input will be solicited in November as a kick-off to preparation of refined development plan and developer solicitation.

4.4.1 Site Plan at 1"= 20'

4.4.2 Drainage Strategy (Doucet):

4.4.3 Site Circulation and Parking Diagram (HDR)

4.4.4 Parcelization Diagram and Development Program (MAS)

4.4.5 Preliminary 3D Model and Renderings (MAS)

4.5: Refined Development Plan (with Survey)

- MAS will coordinate plan preparation with HDR and Doucet

4.5.1 Site Plan at 1"= 20'

4.5.2 Drainage Detention and Water Quality Plan (Doucet): See Tasks 4.6 and 4.7 below

4.5.3 Site Circulation and Parking Plan (HDR)

4.5.4 Off-Site Transportation Improvements (HDR)

- 4.5.5 *Intersection layout and signal plans along US 290 (HDR)*
- 4.5.6 *Utility Plan (Doucet)*
- 4.5.7 *Parcelization Plan and Development Program (MAS)*
- 4.5.8 *3D Model and Renderings (MAS)*
- 4.5.9 *Cost Estimate (HDR)*

4.6: Drainage and Detention Assessment/Conceptual Designs

- Doucet will evaluate existing reports, studies, and development plans to **develop one localized drainage and detention alternative for the Town Center**. A conceptual drainage plan will be prepared to illustrate conveyance system options and the detention basin option. A brief technical memorandum will summarize findings and can be inserted into the Preliminary Engineering Report.

4.7: Water Quality Assessment Including LID Measures/Conceptual Designs

- Doucet will evaluate existing reports, studies, and development plans to **develop one localized water quality improvement alternative**. We will consider the TCEQ Edwards Aquifer Protection Program and City of Dripping Springs Water Quality Ordinance requirements. We will assess the potential of low impact development (LID) measures such as rain gardens, permeable pavements, rainwater collection, etc. to help meet water quality requirements. A technical memorandum will summarize findings and can be inserted into the Preliminary Engineering Report.

4.8: Preparation of Final Development Plan and Draft Development Standards

- MAS will coordinate preparation of final plan including all of the items described in 4.5 above, and the draft development standards that would be included in a PDD.

4.9: Preparation of Draft and Final Development Solicitation Document (**OPTIONAL**)

- MAS will coordinate with TIRZ Project Manager and TIRZ Board to prepare solicitation documents.
- MAS will rely on others to provide market, financial and legal inputs to the solicitation.
- MAS will prepare development standards and urban design guidelines for inclusion within the solicitation document.
- City will be responsible for distribution

- 4.9.1 *Market Overview (Others)*
- 4.9.2 *Financial Pro Forma (Others)*
- 4.9.3 *Legal Review (Others)*
- 4.9.4 *Draft Text and Design Standards (MAS)*
- 4.9.5 *Draft Document*
- 4.9.6 *Final Document*

Task 5: Triangle

5.1: Survey and Site Analysis (Doucet)

- Doucet will perform a topographic survey for conceptual planning per the *TIRZ-Task 4-SurveyLimits-D&A170824.pdf* exhibit following the same guidelines from Task 4.1.
- Doucet will perform a boundary & ROW verification survey per the abovementioned exhibit to generally locate property lines for conceptual planning reference.

5.2: Traffic Analysis (HDR)

- Obtain and review available data
- Trip Generation and Distribution (one base scenario)
- Traffic Circulation
- Operational Analysis and Recommendations
- On-Site/Off-site Transportation Improvements

5.3: Plan and Program Concept

- In one work session, the project team in consultation with the Program Manager will develop a preliminary concept for the Triangle site, taking into consideration the right-of-way needs established in Task 5.2, and the regional drainage strategy established in Task 2.
- MAS will prepare a site plan graphic depicting the preliminary design concept for consideration of the TIRZ board.

5.4: FEMA Floodplain Coordination

- Coordinate with the City Engineer and staff, attend meetings with FEMA, and provide an assessment of the proposed FEMA floodplain impacts to the site and the potential for map revisions to reduce the level of flooding. A brief technical memorandum will summarize findings.

5.5: Preliminary Concept(s) (Optional)

5.4.1. Preliminary Concept: HDR to finalize

5.4.2. Intersection layout (three intersections): HDR to prepare

5.4.3. Drainage, detention, and water quality design (one concept for each)

5.6: Engineering Memorandum (HDR/Doucet) (Optional)

Prepare a draft and final memorandum summarizing the following information:

5.5.1. Existing Conditions (survey, utilities, drainage, traffic operations)

5.5.2. Proposed Improvements (design criteria, roadway cross-section, intersection treatments, drainage, traffic operations)

5.5.3. Right-of-Way requirements

5.5.4. Construction cost estimates

Task 6: Downtown Public Parking (Optional)

6.1: Parking Analysis (HDR) (Optional)

- Existing Parking Inventory
- Existing Parking Demand Assessment

- Future Parking Demand Assessment (1 option)
- Shared Parking Analysis
- Parking lot/Garage location identification
- Parking Study Report

6.2: Preliminary Parking Site Plan (MAS) (Optional)

- Site Plan Layouts for Parking Facilities (MAS) (1 option assumed)
- Drainage analysis will not be performed for the Downtown Parking Strategy

Note that optional/additional services are for considerations by the City of Dripping Springs and are not included in the base budget. Additional services budgets are summarized separately.

TIRZ PRIORITY PROJECTS
TASK ORDER 1: September 6, 2017

- Task 1. Project Meetings and Work Sessions**
- 1.1 Project Schedule & Invoicing
- 1.2 Team Work Sessions (9)
- 1.3 TIRZ Board/Stakeholder Meetings (5)
- 1.4 Additional Meetings/Presentations (6)

Task 2. Regional Detention/Water Quality Strategy

- 2.1 Regional Detention Assessment
- 2.2 Regional Water Quality Assessment
- 2.3 Technical Memorandum

Task 3. Old Fitzhugh Road

- 3.1 Survey (Doucet)
- 3.2 Preliminary Base Map
- 3.3 Site Reconnaissance & Brainstorm Session
- 3.4 Traffic Analysis
- 3.5 Preliminary Concept
- 3.6 Engineering Memorandum
- 3.7 Local Drainage/Detention Assessment
- 3.8 Local Water Quality Assessment

Task 4. Town Center Improvements

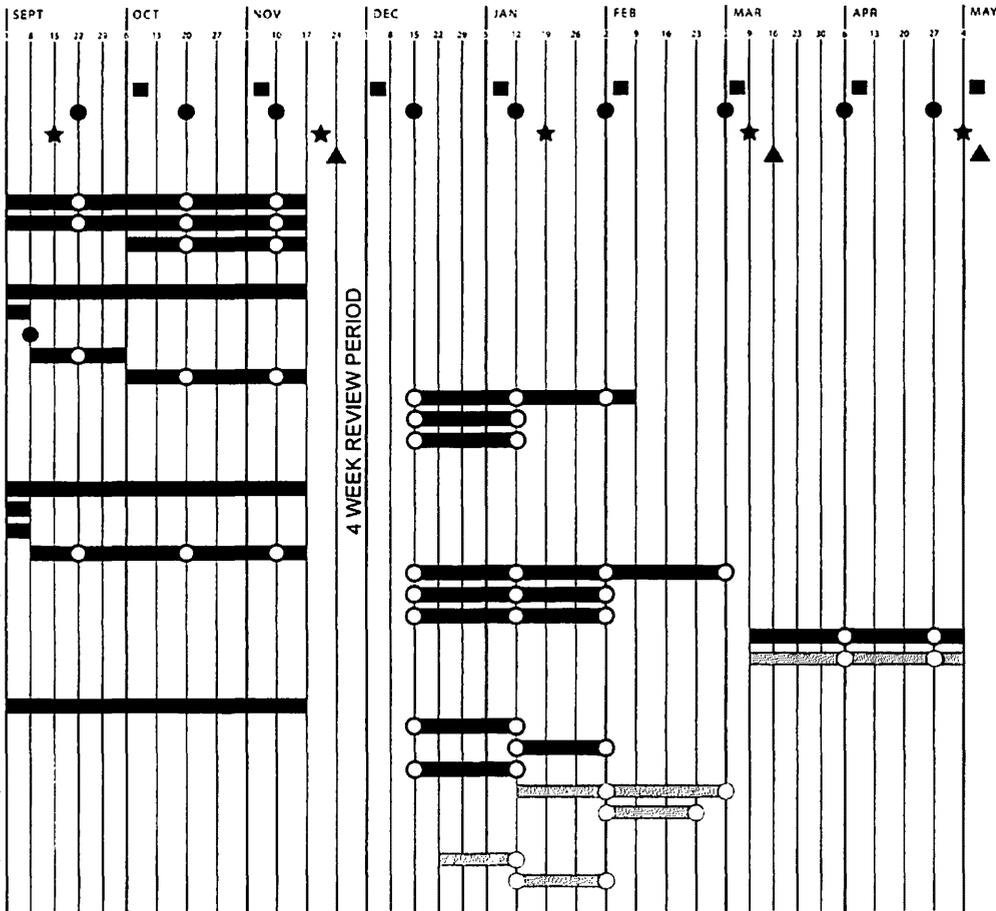
- 4.1 Survey
- 4.2 Preliminary Base Map
- 4.3 Parking/Traffic Analysis
- 4.4 Preliminary Work-Out of Vision Plan
- 4.5 Refined Development Plan (with Survey)
- 4.6 Drainage & Detention Assessment/Conceptual Designs
- 4.7 Water Quality Assessment/Conceptual Designs
- 4.8 Final Development Plan
- 4.9 Preparation of Draft & Final Development Solicitation Document (Optional)

Task 5. Triangle

- 5.1 Survey & Site Analysis
- 5.2 Traffic Analysis
- 5.3 Plan and Program Concepts
- 5.4 FEMA Floodplain Coordination
- 5.5 Preliminary Concept(s) (Optional)
- 5.6 Engineering Memorandum (Optional)

Task 6. Downtown Public Parking (Optional)

- 6.1 Parking Analysis (Optional)
- 6.2 Preliminary Parking Strategy with Site Plans (Optional)



Survey Limits

Dripping Springs TIRZ
Task 1. Old Fitzhugh
HDR/Doucet - 8/24/2017



Google earth

© 2017 Google

1000 ft

Survey Limits
Dripping Springs TIRZ
Task 3, Triangle
HDR/Doucet - 8/24/2017



**PROFESSIONAL SERVICES AGREEMENT
AMENDMENT NO.1 TO ADDENDUM HDR07212020
(Dripping Springs TIRZ Priority Projects: Task Order 3)**

This Amendment No. 1 (“Amendment”) to the Addendum dated July 21, 2020 (the “2020 Addendum”) is made and entered into on this 4th day of October, 2024, by and between the **City of Dripping Springs**, Texas, a Type-A General Law Municipality (the "City"), and **HDR Engineering, Inc.**, (the "Contractor"), together referred to as the “Parties”.

WHEREAS, the Parties entered into a Professional Services Agreement on September 12, 2017 (the "Agreement"), and the 2020 Addendum to Task Order 3 on July 21, 2020, for engineering services related to Tax Increment Reinvestment Zones (TIRZ) Priority Projects, attached for ease of reference hereto as Exhibit A, and

WHEREAS The Parties now desire to amend the 2020 Addendum to modify the scope of work for Task Order 3 as outlined in the amended Scope of Work dated August 7, 2024 (attached hereto as Exhibit B).

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the City and the Contractor agree as follows:

1. Amendment to Task Order 3 Scope of Work

The scope of work for Task Order 3 is hereby amended as described in Exhibit B, attached hereto.

2. Compensation

The total compensation, fee schedule and billing rates for the additional services described in Exhibit B remain unchanged. For greater certainty and without restricting the generality of the foregoing, total compensation will not exceed \$139,502.

3. Effect of Amendment

Except as modified by this Amendment, all terms and conditions of the 2020 Addendum remain in full force and effect. In the event of any conflict between the terms of this Amendment and the 2020 Addendum, the terms of this Amendment shall control.

[THIS SPACE INTENTIONALLY BLANK]

4. Entire Agreement

This Amendment, together with the 2020 Addendum and the original Agreement, constitutes the entire agreement between the Parties with respect to Task Order 3 and supersedes all prior agreements, understandings, and negotiations concerning the same.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

THE CITY:
City of Dripping Springs

THE CONTRACTOR:
HDR Engineering, Inc.

Michelle Fischer

Justin A. Word
Justin A. Word (Oct 4, 2024 12:29 CDT)

Michelle Fischer
City Administrator

Name: Justin A. Word
Title: Vice President

10/04/24

Date

10/04/24

Date

ATTEST:

Andrea Cunningham
Andrea Cunningham, City Secretary



City of Dripping Springs
Professional Services Agreement Addendum

TIRZ Priority Projects - Engineering & Surveying
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HDR07212020

**PROFESSIONAL SERVICES AGREEMENT
ADDENDUM**

This Addendum for services ("Addendum") is made and entered into as of this the July 21, 2020, by and between **City of Dripping Springs** ("Client"), and **HDR Engineering, Inc.** ("Contractor") together referred to as the "Parties":

WHEREAS, the City and the Contractors entered into Professional Service Agreement for engineering services related to the Tax Increment Reinvestment Zones on September 12, 2017; and

WHEREAS, tasks have changed during the course of the projects; and

WHEREAS, the Parties desire to add new tasks, creating a new task order which increases the total not to exceed costs:

NOW, THEREFORE, the CLIENT and the CONTRACTORS, in consideration of the mutual covenants set forth in the original Professional Service Agreements dated September 12, 2017 and this Addendum, hereby amend the contract to incorporate the Summary of Task Order No. 3 Scope of Work and Fee Proposal attached as Attachment "A" to supplement and add to the Summary of Fee Proposal in the original Professional Service Agreements. The attached proposal is accepted by the Client and is incorporated herein as an addendum and as part of the Agreement.

1. The attached proposal is accepted by the Client and is incorporated herein as an addendum and as part of the Agreement.
2. The HDR Proposal additional services (with Doucet & Associates) shall not exceed \$139,502.
3. This Addendum is agreed to and accepted by both parties to the Agreement and shall be effective as of the 21st day of July 2020.

CITY OF DRIPPING SPRINGS:

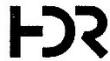
HDR ENGINEERING, INC.:

Bill Foulds
Bill Foulds, Jr., Mayor

Rashed Islam
Rashed Islam, P.E., PTOE, Vice President

July 21, 2020
Date

7/22/2020
Date



Attachment "A"

**DRIPPING SPRINGS TIRZ PRIORITY PROJECTS:
TASK ORDER 3**

July 7, 2020

SCOPE OF WORK

Task 1: Town Center Support

1.1: Stakeholder Planning and Design Support

- HDR/Doucet:
 - Provide support services for Town Center planning
 - Support services includes answering questions and providing clarification on design assumptions for the Town Center development
 - Support includes project write ups (one page maximum) for drainage and transportation design

1.2: Development Standards/Design Guidelines

- HDR/Doucet:
 - Support MAS in preparation of Development Standards / Design Guidelines document
 - City of Dripping Springs and/or Hays County standards will be followed

1.3: Transportation Coordination and TxDOT Submittal

- HDR:
 - Update the Traffic Study, dated May 2018, to incorporate the latest land use mix for the Town Center
 - New traffic data will not be collected
 - Submit Traffic Study to TxDOT Austin District and TxDOT South Area Office
 - Address TxDOT comments on Traffic Study
 - Prepare final Traffic Study for submittal to TxDOT and TIRZ Board

Task 2: Old Fitzhugh Road

2.1 Implementation Funding Support

- HDR:
 - Provide support services during acquisition of funding for Old Fitzhugh Road
 - Identify potential funding opportunities and attend two (2) meetings to discuss these opportunities with the TIRZ Board and/or funding entities
 - Compile technical documents for submittal in a grant application, as required
 - Grant writing/application services are not included in this scope of work

2.2 Drainage Easements and Consulting

- Doucet:
 - Provide support services for acquisition of drainage easements on Old Fitzhugh Road
 - Recommend drainage easement widths along Old Fitzhugh Road (4 locations)

hdrinc.com 504 Lavaca Street Suite 900 Austin, TX 78701-2939
(512) 904-3700

City of Dripping Springs
Professional Services Agreement Addendum

TIRZ Priority Projects - Engineering & Surveying
Page 3 of 12



- Services include coordination with the City, property owners, or developers along Old Fitzhugh Road (2 meetings assumed)
- Services include review of preliminary plats or site plans for drainage easements (4 sites)
- Support HDR in the compilation of documents as required for a grant application

Task 3: Downtown Parking/Stephenson Lot

3.1 Site Survey

- Doucet:
 - Doucet will prepare a boundary survey of three tracts totaling approximately 1.4 acres performed in accordance with the Texas Society of Professional Surveyors Standards for a Category 1A Land Title Survey and will be based on the Texas Coordinate System NAD 83 (2011).
 - The survey will show listed record easements and restrictions to the extent they include a plottable description.
 - The survey will tag and locate trees, 8 inches and greater in diameter, within the survey limits of said site.
 - The topographic design survey will be performed in accordance with Texas Society of Professional Survey standards for a Category 6 Condition II Topographic survey and will be based on NAD 83 (2011) using NAVD88 vertical datum with Geoid 12A and tied to existing TIRZ project survey control data.
 - The survey will field locate found visible features, both horizontally and vertically, including existing on-site structures, buildings, drainage features, adjacent and onsite sidewalks, curb lines, pavement, and visible above-ground utility appurtenances.
 - The topographic survey will obtain field elevations throughout the survey limits on the project site which will be utilized in developing a digital terrain model. One-foot contours will be shown on the survey.
 - Doucet will contact Texas 811 for utility locate, markings placed by purveyors will be surveyed at time of design survey.
 - The survey drawing will be signed and sealed by a Texas Registered Professional Land Surveyor and provided in hard copy, PDF and DWG formats.
 - Client is to provide site right-of-entry access upon notice-to-proceed.

3.2 Design Package

- HDR:
 - Provide support services to City of Dripping Springs and Doucet for preparation of Plans, Specifications & Estimates for Downtown Park / Stephenson Lot.
 - Design parking lot lighting that will include steel poles with fixtures, steel reinforced concrete pole base detail, underground ductbank with concrete encased PVC conduit, and lighting control system.
 - Design calculations will include a photometric analysis.
 - Light design will incorporate Dark Skies features, including minimum light emission required per Illumination Engineering Standards of North America (IESNA), no light spill over property boundary, 'house side'

2



- shields if necessary, LEDs specified will minimize blue light emissions, zero light emission skyward, programmable/automatic lighting control system (with override controls).
- Electrical design will include: overcurrent protection, branch circuit (breaker, conductor, conduit) sizing, panel schedule, short circuit analysis, preliminary arc flash analysis, grounding, and load analysis.
 - Exclusions: new electrical service/coordination with utility, selective coordination study, final arc flash analysis (will be specified to be provided by installing contractor), multiple design alternatives, extensive fixture selection alternatives and presentations.
- Doucet:
 - Prepare conceptual design plan in coordination with MAS, HDR, and the Dripping Springs downtown plan. Share the plan with the project team and the City staff.
 - We will presume that a concrete parking lot will be constructed to align with the nearby parking lot at the corner of Mercer Street and Old Fitzhugh Road. We will rely on City standards and other nearby geotechnical information if available. Thus, a geotechnical assessment is not included in this proposal.
 - Respond to comments and update the conceptual design plan.
 - Prepare the 30% design plan including parking lot layout, preliminary stripping plan, stormwater quality and detention plan, preliminary construction details, notes, cover sheet, and standard details. Perform value engineering to assess alternatives. Share the plan with the project team and City staff.
 - Respond to comments and incorporate into the final design (100% plans) construction plans. Prepare specifications, final project details, erosion and sediment control plan, Stormwater Pollution Prevention Plan (SWPPP), traffic control plan, electrical plan/lighting, and landscape plan.
 - The electrical/lighting plan will be prepared by a vendor in alignment with the very specific requirements of the City. We will complete the Compliance Worksheet for the City and include the plan with the engineering plan set.
 - The landscape plan will be prepared by MAS or an alternative landscape architect. The fee includes incorporation of the landscape plan into the Doucet construction plans to the City for permitting.
 - Submit construction plans to the City for a City of Dripping Springs permit and obtain a construction permit. Based on our review of the TCEQ Contributing Zone Plan requirements, an application is not required to be submitted to TCEQ.
 - Support the City in the bidding process. Doucet will prepare the project manual and bid documents. This proposal assumes that the City will host the bid and perform the contracting services with the contractor.
 - Provide construction observation during the construction period and respond to contractor requests for information (RFI). Once the project is completed per the approved plans and specifications, Doucet will provide a concurrence letter to the City. This proposal assumes that the City will manage the contract administration with the contractor.



Task 4: Triangle Project

4.1 TxDOT Project Planning

- HDR:
 - Provide updates to the TIRZ Board on the TxDOT US 290 planning study as the project progresses

4.2 FEMA Flood Plain Mapping

- Doucet:
 - Review preliminary and final FEMA flood plain maps and provide guidance to the TIRZ Board on impact on the Triangle development
 - Coordinate with the City Floodplain Administrator regarding the FEMA floodplain map amendment in Hays County
 - Provide input on TxDOT concepts as the US 290 project progresses

Task 5: Project Meetings, Coordination, and Team Work Sessions

5.1: TIRZ Board Meetings (2 total)

- HDR/Doucet:
 - Meetings will provide updates and describe work in progress
 - Board will provide direction and approvals as required

5.2: Stakeholder Engagement and Public Outreach

- HDR/Doucet:
 - Attend one (1) stakeholder meeting

5.3: Team Work Sessions (8 total)

- HDR/Doucet:
 - A total of eight (8) team meetings or work sessions (TIRZ Program Manager, HDR, Doucet, MAS, EPS, CMR, Master Developer) in Dripping Springs, Austin, or virtual
 - Meetings will involve progress on Town Center or Stephenson Lot/Downtown Parking

5.4: Project Schedule and Invoicing

- HDR/Doucet:
 - Monthly progress reports with invoices (15 assumed)
 - Project coordination (telephone conferences) with TIRZ Project Manager

4

DRIPPING SPRINGS TIRZ PRIORITY PROJECTS
 TASK ORDER 3
 7/7/2020

		HDR	DOUCET	TOTAL
1	Town Center Improvements			
	Hours	180	36	216
	Fee	\$27,440	\$6,380	\$33,820
2	Old Fitzhugh			
	Hours	16	16	32
	Fee	\$3,080	\$3,680	\$6,760
3	Downtown Parking/Stephenson Lot			
	Hours	49	386	435
	Fee	\$8,970	\$61,520	\$70,490
4	Triangle			
	Hours	28	20	48
	Fee	\$4,860	\$4,600	\$9,460
5	Project Management and Project Coordination			
	Hours	51	43	94
	Fee	\$9,525	\$7,865	\$17,390
6	Expenses			
	Hours	-	-	-
	Fee	\$882	\$700	\$1,582
	TOTAL HOURS	324	501	825
	TOTAL FEE	\$54,757	\$84,745	\$139,502

DRIPPING SPRINGS TIRZ PRIORITY PROJECTS
 TASK ORDER 3
 7/7/2020

		HDR	DOUCET	TOTAL
1	Town Center Improvements			
1.1	Stakeholder Planning and Design Support	12	20	\$32
1.2	Development Standards/Design Guidelines	36	16	\$52
1.3	Transportation Coordination and TxDOT Submittal	132	0	\$132
	Hours	180	36	216
	Fee	\$27,440	\$6,380	\$33,820
2	Old Fitzhugh			
2.1	Implementation Funding Support	16	0	16
2.2	Drainage Easement Consulting	0	16	16
	Hours	16	16	32
	Fee	\$3,080	\$3,680	\$6,760
3	Downtown Parking/Stephenson Lot			
3.1	Survey	0	56	56
3.2	Design Package	45	258	303
3.3	Permits and Bidding	2	42	44
3.4	Construction Support	2	30	32
	Hours	49	386	435
	Fee	\$8,970	\$61,520	\$70,490
4	Triangle			
4.1	TxDOT Project Planning Support	28	0	28
4.2	FEMA Flood Plain Mapping Support	0	20	20
	Hours	28	20	48
	Fee	\$4,860	\$4,600	\$9,460
5	Project Management and Project Coordination			
5.1	TIRZ Board Meetings	3	3	6
5.2	Stakeholder Engagement/Public Outreach	2	2	4
5.3	Team Work Sessions and Coordination	16	8	24
5.4	Project Schedule and Invoicing	30	30	60
	Hours	51	43	94
	Fee	\$9,525	\$7,865	\$17,390
6	Expenses			
	Hours	-	-	-
	Fee	\$882	\$700	\$1,582
	TOTAL HOURS	324	501	825
	TOTAL FEE	\$54,757	\$84,745	\$139,502

DRIPPING SPRINGS TIRZ PRIORITY PROJECTS
 TASK ORDER 3
 7/17/2020

HDR Engineering, Inc.																						
	Proj Principal	Sr. Env Lead	Proj Manager	QC Manager	Public Involvement Manager	Sr. Real Estate Lead	Sr. Utility Engr	Sr. Drain Engr	Sr. Light Engr	Sr. Env. Scientist	Sr. Engr	Proj Engr	Sr. Real Estate Spec	Real Estate Spec	EIT	Env Scientist	GIS Analyst	Graphic Designer	CADD Tech	Arch/Historian	Admin Asst	TOTAL
1	Town Center Improvements																					
1.1			8									4										12
1.2			8									8			16			4				36
1.3			12									60			40				20			132
			28	0	0	0	0	0	0	0	0	72	0	0	56	0	0	4	20	0	0	180
			\$6,300	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$11,520	\$0	\$0	\$7,000	\$0	\$0	\$420	\$2,200	\$0	\$0	\$27,440
2	Old Fitzhugh																					
2.1			8									8										16
2.2			8	0	0	0	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0
			\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,280	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,080
3	Downtown Parking/Stephenson Lot																					
3.1																						0
3.2																						0
3.2a			8																			8
3.2b																						0
3.2c												9	28									37
3.2d																						0
3.2e																						0
3.3			2																			2
3.4			2																			2
			12	0	0	0	0	0	0	0	0	9	0	28	0	0	0	0	0	0	0	49
			\$2,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,070	\$0	\$4,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,970
4	Triangle																					
4.1			13																			28
4.2			12	0	0	0	0	0	0	0	0	8	0	0	0	0	0	0	8	0	0	0
			\$2,700	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,280	\$0	\$0	\$0	\$0	\$0	\$0	\$880	\$0	\$0	\$4,860
5	Project Management and Project Coordination																					
5.1			3																			3
5.2			2																			2
5.3			16																			16
5.4			15																			30
			36	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	51
			\$9,160	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,425	\$9,525
6	Expenses																					
																						\$0
																						\$0
																						\$500
																						\$382
																						\$882
			96	0	0	0	0	0	0	0	0	9	88	28	0	56	0	0	4	28	0	15
			\$21,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,070	\$14,080	\$4,200	\$0	\$7,000	\$0	\$0	\$420	\$3,080	\$0	\$1,425	\$54,757

** Fee estimate assumes two meetings can be attended under Work Authorization 2

DRIPPING SPRINGS TIRZ PRIORITY PROJECTS
 TASK ORDER 3
 7/7/2020

Doucet and Associates, Inc.

		Principal	Sr. PM	Senior Project Engineer	Staff Engineer	Engineer Associate II	Senior Civil Technician	Civil Technician	Survey Project Manager (RPLE)	Senior Survey Technician	GIS Specialist	Two-Person Field Crew	Three-Person Field Crew	Party Chief-Time Basis	Administrative Assistant	LIDAR Scanner	GIS Analyst	TOTAL
		\$250	\$230	\$185	\$145	\$130	\$140	\$125	\$210	\$130	\$130	\$160	\$210	\$95	\$95	\$100		
1	Town Center Improvements																	
1.1	Stakeholder Planning and Design Support		8		8										4			20
1.2	Development Standards/Design Guidelines		8		8													16
1.3	Transportation Coordination and TxDOT Submittal																	0
	Task Subtotal Hours	0	16	0	16	0	0	0	0	0	0	0	0	0	4	0	0	36
	Task Subtotal Fee	\$0	\$3,680	\$0	\$2,320	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$380	\$0	\$0	\$6,380
2	Old Fitzhugh																	
2.1	Implementation Funding Support																	0
2.2	Drainage Easement Consulting		16															16
	Task Subtotal Hours	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
	Task Subtotal Fee	\$0	\$3,680	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,680
3	Downtown Parking/Stephenson Lot																	
3.1	Survey								8	24		24						56
3.2	Design Package (Site development plans, water quality, QACQ, etc.)																	0
3.2a	Conceptual Design	2	8		16		16											42
3.2b	30% Design Plans	2	16		24		40											82
3.2c	Illumination		1		4													5
3.2d	Landscape plan and specifications (Coordination)		2		8													10
3.2e	Final Design Plans and specifications	1	8		50		60											119
3.3	Permits and Bidding		10		16		16											42
3.4	Construction Support		16		10		4		8	24	0	24	0	0	0	0	0	30
	Task Subtotal Hours	5	61	0	128	0	136	0	8	24	0	24	0	0	0	0	0	386
	Task Subtotal Fee	\$1,250	\$14,030	\$0	\$18,560	\$0	\$10,040	\$0	\$1,680	\$3,120	\$0	\$3,840	\$0	\$0	\$0	\$0	\$0	\$61,520
4	Triangle																	
4.1	TxDOT Project Planning Support																	0
4.2	FEMA Flood Plain Mapping Support and input on TxDOT options		20															20
	Task Subtotal Hours	0	20	0	0	0	0	0	0	0	0	0	0	0	0	0	0	20
	Task Subtotal Fee	\$0	\$4,600	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,600
5	Project Management and Project Coordination																	
5.1	TIRZ Board Meetings (1 meeting)**		3															3
5.2	Stakeholder Engagement/Public Outreach (1 meeting)**		2															2
5.3	Team Work Sessions (4 Meetings) and coordination **		8															8
5.4	Project Schedule and Invoicing		15												15			30
	Task Subtotal Hours	0	28	0	0	0	0	0	0	0	0	0	0	0	15	0	0	43
	Task Subtotal Fee	\$0	\$6,440	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,425	\$0	\$0	\$7,865
6	Expenses																	
	Turning Movement Counts																	\$0
	Tube Counts																	\$0
	Printing																	\$500
	Mileage																	\$200
	Task Subtotal Fee																	\$700
	TOTAL HOURS	5	141	0	144	0	136	0	8	24	0	24	0	0	19	0	0	501
	TOTAL FEE	\$1,250	\$32,430	\$0	\$20,880	\$0	\$19,040	\$0	\$1,680	\$3,120	\$0	\$3,840	\$0	\$0	\$1,805	\$0	\$0	\$84,745

** Fee estimate assumes five meetings can be attended under Work Authorization 2



HDR Labor Schedule
Hourly Rates
City of Dripping Springs

Effective January 14, 2020

Project Principal	\$310.00
Senior Environmental Lead	\$260.00
Project Manager	\$225.00
QC Manager	\$230.00
Public Involvement Manager	\$175.00
Senior Utility Engineer	\$290.00
Senior Drainage Engineer	\$230.00
Senior Lighting Engineer	\$250.00
Senior Environmental Scientist	\$180.00
Senior Engineer	\$230.00
Project Engineer	\$160.00
EIT	\$125.00
Environmental Scientist	\$115.00
Public Involvement Coordinator	\$125.00
GIS Analyst	\$130.00
Graphic Designer I	\$105.00
CADD Technician	\$110.00
Archeology/Historian	\$95.00
Administrative Assistant	\$95.00
Expenses	100% of cost
Mileage	Current IRS Rate

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Schedule A

Doucet & Associates 2020 Fee Schedule (effective 3/30/2020)

Personnel	Hourly Fee	Personnel	Hourly Fee
Principal Engineer (PE)	\$250.00	Principal Surveyor (RPLS)	\$250.00
Senior Project Manager	\$230.00	Project Manager (RPLS)	\$210.00
Project Manager	\$200.00	Project Coordinator	\$140.00
Senior Project Engineer (PE)	\$185.00	Survey Specialist	\$130.00
Project Engineer III	\$170.00	Survey Technician	\$105.00
Project Engineer II	\$160.00	GIS Specialist	\$130.00
Project Engineer I	\$145.00	GIS Technician	\$100.00
Engineer Associate II	\$130.00	LiDAR Specialist	\$130.00
Engineer Associate I	\$115.00	LiDAR Technician	\$100.00
Sr. Construction Manager	\$150.00	Aerial Mapping Specialist	\$130.00
Construction Manager	\$110.00	Aerial Mapping Technician	\$100.00
Program Manager	\$110.00	Utility Specialist	\$130.00
Sr. Civil Technician	\$140.00	Utility Technician	\$100.00
Civil Technician	\$125.00	Field Coordinator	\$140.00
Assistant Civil Technician	\$115.00	Field Specialist	\$110.00
		Crew of 1	\$115.00
Senior Planner (AICP)	\$170.00	Crew of 2	\$160.00
Project Planner	\$155.00	Crew of 3	\$210.00
Staff Planner	\$115.00	Division Administrator	\$100.00
Planning Technician	\$105.00	LiDAR Scanner	\$100.00/hr
		Drone	\$600.00/hr
Sr. Operations Assistant	\$100.00	Ground Targets	\$25/ea
Operations Assistant	\$ 75.00	Concrete Monuments	\$250/ea
		ATV/Boat/Sonar	\$100/day
Expert Witness	\$525.00	Mileage	Current IRS rate

D&A reserves the right to periodically adjust our fee schedule.

EXHIBIT B

Task Order 3 Amendment



**DRIPPING SPRINGS TIRZ PRIORITY PROJECTS:
TASK ORDER 3, AMENDMENT 1**

August 7, 2024

SCOPE OF WORK

Task 1: Town Center Support

- No additional tasks will be performed on the Town Center project.

Task 2: Old Fitzhugh Road

- Old Fitzhugh Road tasks are underway on another contract. No additional tasks will be performed on the Old Fitzhugh Road project under this contract.

Task 3: Downtown Parking/Stephenson Lot

The following additional tasks are required to support the Downtown Parking / Stephenson Lot project:

3.1 Site Survey

- No additional tasks will be performed under this contract.

3.2 Design Package

- HDR:
 - Provide support services to City of Dripping Springs and Doucet for preparation of Plans, Specifications & Estimates for Downtown Park / Stephenson Lot.
 - Design parking lot lighting that will include custom solar-powered illumination assemblies with integrated programmable/automatic lighting controls, integrated motion/occupancy sensor, and steel reinforced concrete pole foundation bases.
 - Design calculations will include a photometric analysis (project limits). The photometric analysis will be utilized to determine the illumination assembly optic distribution and spacing for the parking lot illumination.
 - Perform Google Earth site survey and analysis of existing site conditions.
 - Parking Lot Illumination design will incorporate Dark Skies features, including minimum light emission required per Illumination Engineering Standards of North America (IESNA), no light trespass over property boundary, 'house side' shielding if necessary, LEDs specified will minimize blue light emissions, zero light emission skyward, and will have integrated programmable/automatic lighting controls (including motion/occupancy sensor).
 - Develop parking lot illumination design for 90% and 100% design submittals that will include the following: parking lot illumination layout, illumination assembly pole foundation base, illumination assembly pole grounding, installation details, diagrams, and specifications.

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(512) 904-3700



- Coordinate parking lot illumination assembly locations with parking lot landscape concept design.
- Attend virtually the 90% and 100% design submittal review meetings.
- Exclusions: separate new parking lot illumination electrical service/coordination with utility coordination, wired parking lot illumination assemblies, existing parking lot illumination removal plans, revising or adding new electrical loads to any existing electrical systems within the project limits, voltage drop analysis, load analysis, overcurrent protection design, selective coordination study, arc flash analysis, multiple design alternatives, site visits/ meetings, extensive illumination assembly selection alternatives and presentations, and additional construction administration services (change orders, weekly progress meetings, and estimate reviews).
- Doucet:
 - Doucet will prepare site development plans and submit to the City of Dripping Springs. Doucet will assist the client with obtaining a Site Development construction permit. To address water quality and detention pond requirements, Doucet will design a drainage system for the new parking lot using permeable pavement. Doucet will use infiltration information provided in the Geotech report to design for City of Dripping Springs Water Quality requirements. A rain garden will also be designed for storm runoff from the Stephenson building addition. For flood control, the permeable pavement section void space will be used to provide detention volume meeting the City of Dripping drainage criteria.

3.3 Permits & Bidding

- HDR:
 - Answer questions related to illumination during the project bid phase.
- Doucet:
 - Doucet will assist to respond to review comments and prepare the final plat for City approval and recordation as requested by the project engineer. Doucet assumes, plat application and coordination with reviewers will be a separate "Plat Processing" Task to be performed by others.

3.4 Construction Support

- HDR:
 - Answer questions (RFI) related to illumination during project construction.

Task 4: Triangle Project

- No additional tasks will be performed on the Triangle project.

Task 5: Project Meetings, Coordination, and Team Work Sessions

The following additional tasks are anticipated on the project.

5.1: TIRZ Board Meetings (1 total)

- HDR/Doucet:
 - Meetings will provide updates and describe work in progress



- Board will provide direction and approvals as required
- 5.2: Stakeholder Engagement and Public Outreach
 - None assumed
- 5.3: Team Work Sessions (2 total)
 - HDR/Doucet:
 - A total of two (2) team meetings or work sessions in Dripping Springs, Austin, or virtual
 - Meetings will involve progress on Stephenson Lot/Downtown Parking
- 5.4: Project Schedule and Invoicing
 - HDR/Doucet:
 - Monthly progress reports with invoices (4 assumed)
 - Project coordination (telephone conferences) with TIRZ Project Manager (4 assumed)

DRIPPING SPRINGS TIRZ PRIORITY PROJECTS
 TASK ORDER 3
 8/7/2024

		ORIGINAL			ADDITIONAL TASKS			ADJUSTMENT			UPDATED		
		HDR	DOUCET	TOTAL	HDR	DOUCET	TOTAL	HDR	DOUCET	TOTAL	HDR	DOUCET	TOTAL
1	Town Center Improvements												
	Hours	180	36	216	0	0	0						0
	Fee	\$27,440	\$6,380	\$33,820	\$0	\$0	\$0	-\$25,863	-\$6,380	-\$32,243	\$1,578	\$0	\$1,578
2	Old Fitzhugh												
	Hours	16	16	32	0	0	0						0
	Fee	\$3,080	\$3,680	\$6,760	\$0	\$0	\$0	\$1,660	-\$3,680	-\$2,020	\$4,740	\$0	\$4,740
3	Downtown Parking/Stephenson Lot												
	Hours	49	386	435	140	90	230	140	90	230	\$33,420	\$77,410	0
	Fee	\$8,970	\$61,520	\$70,490	\$24,450	\$15,890	\$40,340	\$24,450	\$15,890	\$40,340	\$33,420	\$77,410	\$110,830
4	Triangle												
	Hours	28	20	48	0	0	0						0
	Fee	\$4,860	\$4,600	\$9,460	\$0	\$0	\$0	-\$4,860	-\$4,600	-\$9,460	\$0	\$0	\$0
5	Project Management and Project Coordination												
	Hours	51	43	94	15	0	15	15	0	15	\$13,040	\$7,865	0
	Fee	\$9,525	\$7,865	\$17,390	\$3,515	\$0	\$3,515	\$3,515	\$0	\$3,515	\$13,040	\$7,865	\$20,905
6	Expenses												
	Hours			0			0	0	0	-	\$749	\$700	0
	Fee	\$882	\$700	\$1,582	\$0	\$0	\$0	-\$133	\$0	-\$133	\$749	\$700	\$1,449
	TOTAL HOURS	324	501	825	155	90	245	155	90	245	0	0	0
	TOTAL FEE	\$54,757	\$84,745	\$139,502	\$27,965	\$15,890	\$43,855	-\$1,231	\$1,230	-\$1	\$53,527	\$85,975	\$139,502