



**Meeting Date:** October 17, 2024

**Submitted By:** Daniel Brooks  
**Title:** Assistant Superintendent

**Agenda Item:** Discussion and possible action regarding approval of the selection of a civil engineering firm to provide design and engineering services for the drive lane and turn lane improvements project located at Carriage Cape and Wortham Oaks Boulevard.

## DISCUSSION/ACTION ITEM

### **RECOMMENDATION:**

It is recommended that the Board of Trustees approve the selection of a civil engineering firm to provide design and engineering services for the drive lane and turn lane improvements project located at Carriage Cape and Wortham Oaks Boulevard. It is further recommended that the Board of Trustees delegate the authority to the Superintendent or their designee to execute all contracts and related documents necessary to complete this project. Expenditures will be made from Bond 2022 funds at an anticipated cost of \$68,425.00.

### **IMPACT/RATIONALE:**

Allows the district to procure professional services in accordance with Section 44.031 of the Texas Education Code. Expenditures will be made from Bond 2022 funds at an anticipated cost of \$68,425.00. The scope of work will include survey services, onsite civil design services and infrastructure services as detailed in the attachments. The contract will be for a specific project and will expire upon completion of all related services.

### **BOARD ACTION REQUESTED:**

**Approval/Disapproval**



**Date:** October 17, 2024  
**To:** Lynnette Trevino, Director of Purchasing  
**From:** Benjamin S. Mora, Executive Director of Facilities Planning  
**Project:** Drive Lane and Turn Lane Improvements Project located at Carriage Cape and Wortham Oaks Boulevard

The Department of Facilities Planning has selected Moy Tarin Ramirez (MTR) Engineers, LLC to provide design and engineering services for the drive lane and turn lane improvements project located at Carriage Cape and Wortham Oaks Boulevard

The scope of work includes but is not limited to survey services (tree, topographic and improvements survey), onsite civil design services (construction documents, construction specifications etc.) and infrastructure services (storm water management plan, site drainage, water pollution abatement plan etc.).

Civil Fees	Amount
Survey Services	\$5,500.00
Onsite Civil Design Services	\$34,500.00
Infrastructure Services	\$19,500.00
JISD Contingency Allowance	\$8,925.00
<b>TOTAL</b>	<b>\$68,425.00</b>

The anticipated cost for these design and engineering services is \$68,425.00.

Expenditures will be made from Bond 2022 funds.

Moy Tarin Ramirez (MTR) Engineers, LLC was selected from a pool of engineering firms that submitted to RFQ 23-18 Engineering Services.

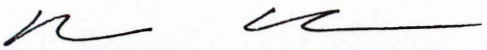

The Board had previously approved all respondents to RFQ 23-18 Engineering Services as being qualified on August 15, 2024.

The terms of RFQ 23-18 Engineering Services were to commence on or about August 15, 2024, for an initial period of three (3) years, with options at the district's discretion for one (1) additional two (2) year extension.

**CC:** Cecilia Davis, Deputy Superintendent of Operations  
Daniel Brooks, Assistant Superintendent of Operations

## Tabulation

### Carriage Cape and Wortham Oaks Blvd. - Drive Lane and Turn Lane Improvements

Vendor	Ranking
<b>SUMMARY</b>	
Moy Tarin Ramirez, LLC	1
IMEG	2
<b>DEPARTMENT RECOMMENDATION</b>	
I have reviewed the submittals for this offering and recommend the following vendor(s) for award:	
	
Benjamin S. Mora Executive Director of Facilities Planning	Lynnette Trevino Director of Purchasing

August 29, 2024



Judson ISD  
Attn: Mr. Benjamin S. Mora  
7980 Pat Booker Rd.  
Live Oak, Texas 78233

Re: **Wortham Oaks Elementary School – Drive Lane and Turn Lane Improvements  
Civil Design & Infrastructure Proposal**

Mr. Mora,

Moy Tarin Ramirez (MTR) Engineers, LLC is pleased to provide a proposal for engineering services for the above referenced project. Our understanding of the proposed scope of work and the associated fees are as follows:

**Survey Services:**

1. Tree, Topographic & Improvement Survey (+1.75 acre)
  - Field work and office work as necessary to prepare a tree, topographic and improvement survey of the areas for proposed improvements at Wortham Oaks Elementary School (Reference attached Exhibit "A").

**On-Site Civil Design Services:**

1. Construction Documents:
  - Preparation of Demolition Plans, Site Grading plans and Drainage Plans to show all necessary site work demolition and design for construction of additional turn traffic lane at circle intersection and for a right turn lane at the elementary school main entrance drive. Improvements to be designed in accordance with Bexar County requirements.
  - Preparation of Miscellaneous Site Work Details for work delineated on construction documents.
2. Construction Specifications:

Preparation of construction specifications for the project.
3. Construction Observations:

Provide on-site construction observations at intervals appropriate to the stage of the Contractor's operations for the civil portion of the Work to 1) become generally familiar with and to keep the Owner informed about the progress and quality of the Work, 2) to endeavor to guard the Owner against defects and deficiencies in the Work, and 3) to determine in general if the Work is being performed in a manner indicating that the Work, when fully completed, will be in general conformance with the contract documents.

**Infrastructure Services:**

1. **Storm Water Management Plan / Site Drainage Study:**  
Preparation of a Storm Water Management Plan (Drainage Study) for the project site in accordance with the requirements of the City of San Antonio Unified Development Code (UDC) and Bexar County. Scope of services includes on-site hydrologic and hydraulic calculations and an off-site downstream analysis as required for permitting.
2. **Water Pollution Abatement Plan (WPAP) Modification:**  
Preparation of WPAP Modification Package (design and report) for water quality treatment of storm water for proposed on-site improvements, as required by TCEQ for development over the Edwards Aquifer Recharge Zone.
3. **Bexar County Permitting:**  
Preparation and submittal of site work permit package, as required by Bexar County for Permitting.

**Civil Fees:**

<b>Survey Services:</b>		<u>\$ 5,500.00</u>
	<b>Sub-Total:</b>	<b>\$ 5,500.00</b>
<b>On-Site Civil Design Services:</b>		<u>\$ 34,500.00</u>
	<b>Sub-Total:</b>	<b>\$ 34,500.00</b>
<b>Infrastructure Services:</b>		
1. Storm Water Management Plan / Site Drainage Study:		\$ 4,500.00
2. Water Pollution Abatement Plan (WPAP) Modification:		\$ 11,500.00
3. Bexar County Permitting:		<u>\$ 3,500.00</u>
	<b>Sub-Total:</b>	<b>\$ 19,500.00</b>
	<b>TOTAL (Design &amp; Infrastructure):</b>	<b>\$ 59,500.00</b>

**Excluded from this proposal are the following items:**

1. Construction Phase Staking for Civil Improvements
2. Concrete retaining wall design (greater than 4' high);
3. LEED or CHPS Certification design or analysis services;
4. Tree Preservation/Landscape/Irrigation Calculations and Design.
5. City, County and/or State Fees.
6. Any other item not specifically stated to be included as part of the scope of services.

The attached MTR Terms and Conditions are hereby incorporated. Additional services performed for the client which are not outlined in the above description shall be compensated for on an hourly basis in accordance with the attached schedule of hourly rates or through a lump sum fee negotiated with the client. The costs of permits, fees, and construction required by utility companies, City, County and/or State regulatory agencies or departments shall be paid by client.

Travel expenses, delivery charges and other incidental costs will be billed separately as reimbursable expenses. Reimbursable expenses are in addition to the above fee arrangement.

Timeline: We will proceed with the survey, design and infrastructure work immediately upon approval. A detailed timeline will follow.

If this proposal/agreement meets with your approval, please acknowledge such by signing below and returning (by fax, scan or courier) a copy back to our office.

Thank you for the opportunity to submit this proposal/agreement for survey & engineering services. If you have any questions or require additional information, please do not hesitate to contact our office.

Sincerely,



---

Rolando Ramirez, P.E., Principal

Attachments: MTR Terms and Conditions  
MTR Schedule of Hourly Rates

Accepted By:

Signature: \_\_\_\_\_ Title: \_\_\_\_\_  
Owner / Representative

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

EXHIBIT "A"

WORTHAM OAKS E.S.  
August 2024

