

Memo

To: Mayor and City Council
From: Matthew Hanks, P. E.
Re: July Infrastructure Report

Date: 7/8/11
Pages: 4
Cc: Harry B. Walker, P.E.

On Friday, July 8, 2011, a meeting took place at Spring Valley Village City Hall to discuss Infrastructure issues. In attendance at the meeting was Aaron Stai (the City's Infrastructure Planning Coordinator), Richard Rockenbaugh (the City Administrator), Chris Claunch (HDR), Harry Walker (HDR) and Matt Hanks (HDR). Below is a summary of each discussion topic:

ON-GOING PROJECTS

- 1) Modiste Reconstruction Project
 - a. Update: As of July 5, 2011 (the last progress meeting for the project), the contractor has completed 23.14% of the work measured by pay items. As of that same date, 30.4% of the contract time had elapsed. The contractor has completed all underground utilities. The current construction schedule shows construction complete as of December 21, 2011. The contract end period is December 20, 2011. Change Order #1 has been approved and executed. Change Order #2 is in process which is for the excavation, cut and removal of the abandoned AT&T lines under Bingle, inlet modification and additional sanitary sewer items. The next progress meeting is scheduled for July 18, 2011 at 2:00 pm at City Hall.
- 2) City Hall Parking Lot Project
 - a. Update: All work has been completed to the satisfaction of the City and HDR. HDR recommended \$12,000 in liquidated damages (24 days at \$500 per day). The contractor disputes this recommendation and has offered \$1,000 in liquidated damages. HDR has passed this offer to the City without a recommendation to accept the offer and has informed the contractor that HDR nor the City feel this is a reasonable counter offer to the \$12,000 in liquidated damages.
- 3) 2011 Point Repair Project
 - a. Update: City council authorized concrete point repairs on Winningham and Teresa for the approximate value of \$30,000. HDR has confirmed this amount is remaining in this year's budget for this work and has confirmed the cost in which the work can be completed for. HDR is meeting with City of Spring Valley Village staff on July 8, 2011 to finalize exact locations of areas to be repaired.
- 4) 2011 Street Striping Project

- a. Update: City Council approved the award to Batterson for the restriping of crosswalks and stop bars at 6 intersections on major thoroughfares within the City. HDR has contacted Batterson and informed them they were awarded the quote and that contracts for the work will be sent to them soon to have executed. Batterson said they were ready to start the work once they get the contracts executed. However, a mistake in their proposal which leaves out \$1,100 for traffic control was missed in their total for the base bid items and therefore the total from the project increased from \$11,555 to \$12,655. HDR will proceed with the initiating the contracts for \$11,555 and get a change order executed for the additional \$1,100.

ENGINEERING

1) Bace Reconstruction Project

- a. Update: HDR presented a status report for the Bace Reconstruction project at the last City Council meeting in June. HDR has been progressing with the design. The estimated timeline within that report still reflects HDR's intentions with bidding beginning by the end of July with the award at council at one of the Council meetings in August and construction starting sometime in September.

2) Cedarwood Reconstruction Project

- a. Update: Council awarded the redesign of the Cedarwood project at the last City Council meeting in June. HDR has initiated the additional survey work required for the project. HDR has also had their internal kick-off meeting identifying team members on the project and the task each of those team members are to be working on. HDR staff is currently re-creating the base drawings in order to start the redesign process. A site visit will take place once the base drawings are completed and the surveyor has provided the refreshed survey data to confirm existing conditions from the original survey. The estimated timeline within the proposal presented to City Council still reflects HDR's intentions regarding completion of design and start of construction.
- b. Tree Protection: Councilmember Stai raised concerns he has heard from residents in the Cedarwood area regarding tree protection. HDR, as part of the re-design process, will have the urban forester re-evaluate the project on the basis of the new design. The re-evaluation should be completed approximately in October. Specifically, the concern came from a resident at 1242 Caudle Dr. as there is a mature oak tree they are concerned about. HDR will have the urban forester specifically look at this location.
- c. Cedarbrake: The portion of Cedarbrake extending west from Ben Hur was also discussed regarding design philosophy. Currently, it is not more than a driveway extending to a handful of home. HDR is going to provide Councilmember Stai with preliminary sketches of the proposed improvements for this short section of right-of-way so that he can discuss those items with the residents and get feedback.
- d. Radius at Intersections: HDR will proceed with the design of the Cedarwood area reconstruction with 20' radius at the intersections which matches what is being done on Modiste and currently designed for Bace.

PLANNING

1) Drainage: Briar Branch & TIRZ 17

- a. Harry Walker sent an e-mail to the City Council e-mail address regarding the TIRZ 17 report presentation. However, the City officials did not receive the e-mail. HDR

provided Mr. Rockenbaugh and Councilmember Stai with a copy. HDR will forward this e-mail again to Mr. Rockenbaugh and the City Council.

- b. Mr. Walker gave a summary of the e-mail and the outlined the following action plan moving forward:
 - i. HDR will initiate discussion with the Harris County Flood Control District to discuss possible partnership to construct the diversion as well as give input on the TIRZ 17 study and voice the overall concerns of the City of Spring Valley.
 - ii. HDR will initiate discussions with the Texas Department of Transportation regarding the use of the green belt for the alignment of the diversion project in an effort to get their expected approval before construction begins on the Bace project.
 - iii. When appropriate, the City and HDR will meet with the City of Houston councilmember and staff to discuss TIRZ 17 and voice the overall concerns of the City of Spring Valley. Mayor Andrews is currently interfacing with the City of Houston and will initiate the meeting with HDR and Houston staff.
- 2) Life Cycle Cost Analysis discussion
- a. A brief discussion regarding process, assumptions and basic philosophy took place regarding the task of performing a life cycle cost analysis for the City.
 - b. HDR will create a scope of work which will include a listing of all assumptions to be made in performing this task. HDR and Councilmember Stai will review this scope of work and once finalized, HDR will present a proposal to the City to perform this analysis. This proposal is anticipated to be on the last Council meeting in July.
- 3) Contract incentives for future projects
- a. After a brief discussion regarding contract incentives, it was determined not to include them on the Bace project.
- 4) 5 Year Plan discussion
- a. HDR presented a revised schedule for the 5 year plan. The schedule was reviewed and the comments taken. HDR is going to revise the schedule based on these comments. Further, HDR is going to work with the City Treasurer to assist her in creating a cash flow analysis for the City.
 - b. HDR will present the design proposal to the City Council at the last Council meeting in July for the Teresa-Ben Hur area.

ACTION ITEMS

- 1) City Hall Parking Lot: HDR will proceed with the initiating the contracts for \$11,555 and get a change order executed for the additional \$1,100.
- 2) Cedarwood Reconstruction:
 - a. HDR will have the urban forester specifically look at the specific concern regarding 1242 Caudle Dr.

- b. HDR is going to provide Councilmember Stai with preliminary sketches of the proposed improvements for Cedarbrake west of Ben Hur so that he can discuss those items with the residents and get feedback.
- 3) TIRZ 17: HDR will forward the e-mail from Harry Walker again to Mr. Rockenbaugh and the City Council.
- 4) Drainage:
 - a. HDR will initiate discussion with the Harris County Flood Control District to discuss possible partnership to construct the diversion as well as give input on the TIRZ 17 study and voice the overall concerns of the City of Spring Valley.
 - b. HDR will initiate discussions with the Texas Department of Transportation regarding the use of the green belt for the alignment of the diversion project in an effort to get their expected approval before construction begins on the Bace project.
- 5) Life Cycle Cost Analysis
 - a. HDR will create a scope of work which will include a listing of all assumptions to be made in performing this task. HDR and Councilmember Stai will review this scope of work and once finalized, HDR will present a proposal to the City to perform this analysis. This proposal is anticipated to be on the last Council meeting in July.
- 6) 5 Year Plan
 - a. HDR is going to revise the schedule based on these comments. Further, HDR is going to work with the City Treasurer to assist her in creating a cash flow analysis for the City.
 - b. HDR will present the design proposal to the City Council at the last Council meeting in July for the Teresa-Ben Hur area.

Thank You,

Matthew Hanks, P.E.