



MEMORANDUM

TO: Board of Directors

FROM: Gerald Grijalva, General Manager

SUBJECT: Discussion and Possible Action to Approve Amendment No. 3 for El conquistador Subdivision Sanitary Sewer Lift Station & Wastewater Collection System – Land Acquisition Services

PRESENTER: Daniel Hernandez

DATE: September 23, 2021

Lower Valley Water District requested a proposal from CEA Group to provide Engineering Services for the above reference project. Proposal includes Land Acquisition Phase Services provided by subconsultant Franklin Mountain Land Services, LVWD. Easement Acquisition consists of nineteen (19) properties.

ADMINISTRATIVE RECOMMENDATION: The administration is recommending approval of proposal as presented



Uptown centre

813 N. Kansas St., Suite 300
El Paso, TX 79902
915.544.5232
www.ceagroup.net

September 16, 2021

**Lower Valley Water District
1557 FM Road 1110
Clint, TX 79836**

**Attention: Mr. Ed Long, P.E.
Chief Operations & Technical Officer**

**Reference: El Conquistador Subdivision Sanitary Sewer Wastewater Collection System
Improvements (R1)
Amendment #3 – Land Acquisition Services**

Dear Mr. Long:

At your request, we are pleased to submit the attached proposal for professional engineering services for the above referenced Project. This Proposal consists of Land Acquisition Phase Services provided by our subconsultant Franklin Mountain Land Services, LLC. The scope of work for Franklin Mountain Land Services is enclosed, which included the easement acquisition within Nineteen (19) properties. The enclosed Scope of Services and Fees are based on the project scope and our meetings with you and your staff. For your review and approval, we have enclosed the following information:

- Exhibit A – Fee Breakdown

Based on our estimated effort to complete the Project per scope, we agree to perform said services for the following engineering fees:

Total Fees

Land Acquisition	<u>\$31,553.00</u>
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In the event you wish to accept this proposal, please execute both the original and the enclosed copy of this proposal and return the signed copy of the proposal to our office. Your signature below on the line indicated and return of the signed copy to this office will consummate our agreement and serve as our authorization to proceed with our services as it is ordered.

We look forward to continuing working with you on this project. If you have any questions or require additional information, please do not hesitate to call me.

Sincerely,
CEA Engineering Group

Abel Garcia, P.E.
Project Manager

Approved:

Ulises Estrada, P.E.
Principal In Charge

lp-lvwd-conquistador land acq proposal_amend#3_16sept2021

Enclosures



The foregoing proposal of CEA Group, Inc. is accepted

Print (Type) Individual, Firm, or Corporate Name

Signature of Authorized Representative

Print (Type) Name of Authorized Representative and Title

Date of Authorization

**CEA Engineering Group
PROJECT BUDGET SHEET**

PROJECT NAME:	El Conquistador Subdivision Sanitary Sewer Wastewater Collection System Improvements (R1) - Land Acquisition (Amend #3)	
JOB NUMBER:	1030-051	
DATE:	September 16, 2021	
FEE TYPE:	Lump Sum & NTE	
PREPARED BY:	Abel Garcia	
PROJECT MGR:	Abel Garcia	
CONSULTANT MARKUP:	3%	
DIRECT MARKUP:	10%	
CEA's FEE:	\$	2,198.00
DESIGN LABOR:	\$	2,198.00
SUBCONSULTANTS (w/markup):	\$	29,355.00
DIRECT EXPENSES (w/markup):	\$	-
TOTAL PROJECT COST	\$	31,553.00

CEA Engineering Group PROJECT BUDGET SHEET

PROJECT NAME:	El Conquistador Subdivision Sanitary Sewer Wastewater Collection System Improvements (R1) - Land Acquisition (Amend #3)			
DESIGN LABOR	EST. HOURS	HOURLY RATE	COST	TOTAL
SENIOR ENGINEER	0.0	\$ 185.00	\$0	
PROJECT MANAGER	6.0	\$ 165.00	\$990	
PROJECT ENGINEER	8.0	\$ 115.00	\$920	
DESIGN ENGINEER	0.0	\$ 95.00	\$0	
CADD TECH II	0.0	\$ 57.00	\$0	
ADMIN	4.0	\$ 72.00	\$288	
				\$2,198.00
OTHER DIRECT COSTS*	NUMBER	COST	SUB-TOTAL	
MILEAGE	0	\$0.58	\$0	
COPIES (8.5 X 11)	0	\$0.20	\$0	
COLOR PRINTS	0	\$0.50	\$0	
PLANS	0	\$0.40	\$0	
				\$0.00
SUB-CONSULTANTS	DISCIPLINE		SUB-TOTAL	TOTAL
Franklin Mountain Land Services, LLC	Land Acquisition		\$ 28,500.00	
				\$28,500.00
MARKUP	MARGIN	COST	SUB-TOTAL	
OTHER DIRECT COSTS	10%	\$ -	\$0	
SUBCONSULTANT(S)	3%	\$ 28,500	\$855	
				\$855.00
			TOTAL	\$31,553

**CEA Engineering Group
PROJECT BUDGET SHEET**

El Conquistador Subdivision Sanitary Sewer Wastewater Collection System Improvements (R1) - Land Acquisition (Amend #3) DATE: 9/16/2021

PROJECT TEAM:	Principal in Charge	PROJECT MANAGER	PROJECT ENGINEER	DESIGN ENGINEER	CADD TECH II	ADMIN	TOTAL HOURS	COST / TASK
	\$ 247.00	\$ 193.00	\$ 134.00	\$ 111.00	\$ 69.00	\$ 84.00		
Tasks 100 - Project Management								
Project Monitoring, Office Administration, General Correspondence		2.0				4.0	6.0	
Project Coordination with Subconsultant		4.0	8.0				12.0	
Sub-Total Hours - Task 100	0.0	6.0	8.0	0.0	0.0	4.0	18.0	\$2,566.00
TOTAL PROJECT HOURS	0.0	6.0	8.0	0.0	0.0	4.0	18.0	
TOTAL LABOR COST	\$ -	\$ 1,158.00	\$ 1,072.00	\$ -	\$ -	\$ 336.00	\$ -	\$ 2,566.00



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N Hoop Dr

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Ponce De-Leon Dr

SUBCONSULTANT



June 21, 2021

CEA Engineers
c/o Abel Garcia
813 Kansas St. Suite 300
El Paso, Texas 79902

RE: El Conquistador Wastewater Improvements

Dear Abel:

FMRE Services shall initiate all title work needed to review and advise **CEA on behalf of Lower Valley Water District** of any possible title issues in need of remedy. **FMRE Services** will initiate all necessary actions required to mitigate any title issues and see them through completion. **FMRE Services** shall work alongside the project consultant to coordinate for any needed exhibits, documentation of information, necessary to compete documents. **FMRE Services** will produce all documents, as approved by **CEA on behalf of LVWD**, and will initiate all contact with the affected property owners to obtain any necessary signatures to include, but not limited to:

Project Welcome Letters
Right of Entry
Landowner Rights Documentation
Easement and/or Purchase Documents

FMRE Services will maintain detailed electronic records of all documentation and contact with landowners. **FMRE Services** shall provide all services set out above in accordance with the following schedule:

All deliverables to be provided to LVWD within completion of file or a schedule determined and agreed to by the parties involved. Deliverables include: 1 Electronic file of all related documentation related to each landowner file, 1 hard copy file related to each landowner file.



Compensation:

CEA on behalf of LVWD shall pay FMRE Services for work performed on an as completed basis, based on total percentage complete, which will be outlined by monthly billing statements, the sum of **\$28,500.** This amount is inclusive of all expenses related to the completion of this project as it relates to the acquisition of the outlined items below:

1) 19 Easements	\$28,500
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Warm Regards,

Margaret Livingston, CCIM
HUB/WOSB/TXDOT Certified