



MEMO

Date: December 10, 2020

To: Commissioners Court

From: Clarence Daugherty, P.E., Director of Engineering

Subject: Amendments 9 and 10 to the Engineering Services Agreement with Birkhoff, Hendricks and Carter for the Design of Improvements to Frontier Parkway

Two amendments to Birkhoff, Hendricks and Carter's (BHC) contract are needed.

The scope of the current agreement with BHC assumes that the process for selecting a contractor would be the typical low-bid process. However, it was determined that the Competitive Sealed Proposal process would be the best way to select a contractor for this particular project. That process required additional work by BHC which is explained in the attached amendment proposal. This is styled Amendment No. 9, and is an increase of \$46,286. The Interlocal agreement we have with the Town of Prosper and the City of Celina requires this amount to be shared by the County and the two municipalities (one-third each).

Also the Town of Prosper has proposed that a "Project Visualization" effort for this project. This effort provides a video that shows the "before and after" of the improvements to the project. It is extremely useful in communicating to the public the nature of the improvements to expect when the project is completed. It, of course, will also help the Councils and Commissioners Court to see the improvements as well. The cost of this consists of the video creation by RDV Systems, Inc., as a sub-consultant to BHC, as well as additional tasks performed by BHC to provide RDV the materials it needs to create the video. This is styled as Amendment No. 10, and is an increase of \$42,850. The Interlocal agreement we have with the Town of Prosper and the City of Celina requires this amount to be shared by the County and the two municipalities (one-third each).

These amendments require a budget adjustment in order to move funds within the project to the appropriate object code. The requested adjustment is shown below.

Action Requested: It is requested that Commissioners Court approve Amendment No. 9 and Amendment No. 10 the Frontier Parkway Engineering Services Agreement with Birkhoff, Hendricks and Carter and authorize the following budget adjustment:

From: RI07014 4213-750300013-809280, \$89,136

To: RI07014 4213-750300013-809250, \$89,136