



City of Sugar Land

City Council Agenda

Sugar Land City Hall
2700 Town Center
Boulevard North
Sugar Land, TX 77479

Tuesday, March 3, 2026
City Council Meeting
City Council Chambers
5:30 PM

I. Attention

Members of the City Council, Board and/or Commission may participate in deliberations of posted agenda items through video conferencing means. A quorum of the City Council, Board and/or Commission will be physically present at the above-stated location, and said location is open to the public. Audio/Video of open deliberations will be available for the public to hear/view; and are recorded as per the Texas Open Meetings Act.

The meeting will live stream at <https://www.sugarlandtx.gov/1238/SLTV-16-Live-Video> or <https://youtube.com/live/vVQJvMswq1E?feature=share>. Sugar Land Comcast/Xfinity Cable Subscribers can also tune-in on Channel 16.

II. Call to Order

III. Invocation

Council Member Jim Vonderhaar

IV. Pledges of Allegiance

Council Member Jim Vonderhaar

V. Public Comment

Pursuant to Texas Government Code section 551.007, citizens are permitted to address the City Council, Board and/or Commission in person with regard to matters posted for consideration on the agenda. Each speaker must complete a "Request to Speak" form and give it to the City Secretary or designee, prior to the beginning of the meeting.

Each speaker is limited to 3 minutes, speakers requiring a translator will have 6 minutes, regardless of the number of agenda items to be addressed. Comments or discussion by City Council, Board, and/or Commission members, will only be made at the time the subject is scheduled for consideration.

For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.

VI. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. MINUTES

Consideration of and action on the approval of the minutes of the February 17, 2026, and February 24, 2026, meetings.

Linda Mendenhall, City Clerk

- B. **CONTRACT WITH CROM-CFG INDUSTRIES, LLC**
 Consideration of and action on authorizing the execution of a construction contract with Crom-CFG Industries, LLC, for the rehabilitation of Lift Stations at Savoy, Lexington AMC, and East Riverpark, CIP CWW2502, in the amount of \$2,312,300.00; and authorization of a budget amendment in the amount of \$500,000.00 from CIP CWW2002 to CIP CWW2502.
Idahosa Igbinoaba, Senior Project Manager, Jonathan Braun, Assistant City Engineer
- C. **REJECTION OF BID**
 Consideration of and action on authorization to reject all bids received for the Groundwater Plant Generator and Right Angle Drive (RAD) Maintenance Program, CIP CWA2406, ITB No. 2026-ITB-004.
Jonathan Braun, Assistant City Engineer, Alence Poudel, Engineering Manager
- D. **AMENDMENT NO. 4 TO MULTIPLE USE AGREEMENT WITH TXDOT**
 Consideration of and action on authorization of Amendment No. 4 to the Multiple Use Agreement with TxDOT, for the installation of three additional Flock LPR cameras.
David White, Assistant Chief of Police

VII. Contracts and Agreements

- A. **CONTRACT WITH QUIDDITY ENGINEERING, LLC**
 Consideration of and action on authorizing the execution of a professional services contract with Quiddity Engineering, LLC, for design services associated with the Hillstone Drainage Modifications Project, CIP CDR2505, in the amount of \$1,215,634.00.
Huy Ton, Senior Engineering Manager
- B. **INTERGOVERNMENTAL AGREEMENT WITH HOUSTON-GALVESTON AREA COUNCIL**
 Consideration of and action on approval of Change Order No. 2 to the Intergovernmental Agreement with the Houston-Galveston Area Council (H-GAC) for the Microtransit Pilot Program, extending the Agreement term through February 28, 2027, and increasing grant funding by \$1,427,760.00, for a revised total of \$2,920,480.00.
Melanie Beaman, Transportation & Mobility Manager
- C. **CONTRACT WITH RIVER NORTH TRANSIT, LLC**
 Consideration of and action on Amendment No. 1 to the turnkey Microtransit Service Contract with River North Transit, LLC, renewing the Contract for an additional one-year term in the amount of \$1,742,771.00.
Melanie Beaman, Transportation & Mobility Manager

VIII. Workshop

- A. **FISCAL YEAR 2025 FIRE DEPARTMENT ANNUAL REPORT**
 Review of and discussion on the Fire Department Annual Report.
Mark Campise, Fire Chief
- B. **2025 SMART FINANCIAL CENTRE ANNUAL REPORT**
 Review of and discussion on the 2025 Smart Financial Centre at Sugar Land Annual Report.
Elizabeth Huff, Director of Economic Development and Tourism, Kirk Goodman, General Manager of Smart Financial Centre

IX. City Council and City Manager Reports

In accordance with Texas Government Code section 551.0415, City Council Members and the City Manager may provide reports on items of community interest. No action, consideration or discussion will occur regarding these reports.

X. Adjournment

The Mayor and City Council reserve the right, upon motion, to suspend the rules to consider business out of the posted order. In addition to any Executive Session listed above, the City Council reserves the right to adjourn into Executive Session at any time during this meeting for the purpose of consultation with the Attorney as authorized by Texas Government Code Sections 551.071 to discuss any of the matters listed above.

If you plan to attend this public meeting and you have a disability that requires special arrangements at the meeting, please contact the City Secretary, (281) 275-2730. Requests for special services must be received 48 hours prior to the meeting time. Reasonable accommodations will be made to assist your needs.

The agenda and supporting documentation is located on the [City Website](#) under meeting agendas.

Posted on this 25th day of February, 2026, at 5:30 P.M.



City Council Agenda Request March 3, 2026

Agenda Request No: VI.A.

Agenda of: City Council Meeting

Initiated by: Ashley Newsome, Deputy City Clerk

Presented by: Linda Mendenhall, City Clerk

Responsible Department: City Clerk's Office

Agenda Caption:

MINUTES

Consideration of and action on the approval of the minutes of the February 17, 2026, and February 24, 2026, meetings.

Recommended Action:

Consideration of and action on the approval of the minutes of the February 17, 2026, and February 24, 2026, meetings

Executive Summary:

Consider the minutes of the February 17, 2026, and February 24, 2026, meetings.

Budget

Expenditure Required: n/a

Current Budget: n/a

Additional Funding: n/a

Funding Source: n/a

Account Number (ORG-OBJ-Project): n/a

Attachments

1. 2.17.2024 Meeting Minutes (2)
2. 2.24.2026 Meeting Minutes (2)



City of Sugar Land

City Council Minutes

Sugar Land City Hall
2700 Town Center
Boulevard North
Sugar Land, TX 77479

Tuesday, February 17, 2026
City Council Meeting Minutes
City Council Chamber
5:30 PM

I. Attention

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II. Call to Order

QUORUM PRESENT

Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Jim Vonderhaar, and Carol McCutcheon were present. Sanjay Singhal attended virtually.

III. Invocation

Carol McCutcheon, Mayor

IV. Pledges of Allegiance

Carol McCutcheon, Mayor

V. Public Comment

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For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.

No members of the public addressed the Council.

VI. Consent Agenda

All Consent Agenda items listed are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

A. MINUTES

Consideration of and action on the approval of the minutes of the February 3, 2026, meeting.

Linda Mendenhall, City Clerk

A motion to **Approve agenda items A through C**, was made by Rick Miller and seconded by Suzanne Whatley; the motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

B. MEMORANDUM OF UNDERSTANDING WITH FORT BEND COUNTY

Consideration of and action on the memorandum of understanding between the City of Sugar Land and Fort Bend County regarding the Urban Areas Security Initiative Program equipment.

Jarred Thomas, Emergency Management Administrator

C. OPTION AGREEMENT WITH MENESES ENTERPRISES, LLC

Consideration of and action on authorization of an Option Agreement with Meneses Enterprises, LLC., for the design of a new aircraft hangar on parcel one at the General Aviation Complex at Sugar Land Regional Airport, establishing key lease terms for future construction and expansion of aircraft based operations.

Joseph Fairley, Airport Leasing Coordinator

VII. Contracts and Agreements

A. SUB-SPONSORSHIP WITH FORT BEND COUNTY

Consideration of and action on a sub-sponsorship agreement with Fort Bend County for \$250,000 to support Sugar Land's FIFA World Cup 2026-related tourism and economic development efforts; and authorization of a Budget Amendment in the amount of \$250,000 to revenues and expenditures.

Alison Brooks, Assistant Director of Tourism

Alison Brooks, Assistant Director of Tourism, gave a presentation, made comments, and answered questions from the Council.

A motion to **Approve a sub-sponsorship agreement with Fort Bend County for \$250,000 and a budget amendment of \$250,000**, was made by Jim Vonderhaar and seconded by Rick Miller; the motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

VIII. Audited Financial Statement

A. **FY 2025 FINANCIAL REPORT AND AUDITOR'S OPINION**

Consideration of and action to receive for filing the audited Annual Comprehensive Financial Report (ACFR) for the fiscal year ended September 30, 2025, prepared by Weaver and Tidwell, LLP, including the independent auditor's opinion and single audit compliance report.

Elvia Garza, Controller

Elvia Garza, Controller, gave a presentation, made comments, and answered questions from the Council.

IX. City Council and City Manager Reports

In accordance with Texas Government Code section 551.0415, City Council Members and the City Manager may provide reports on items of community interest. No action, consideration or discussion will occur regarding these reports.

Mayor McCutcheon and the City Council gave comments and reported on events and activities attended. Michael Goodrum, City Manager gave comments and reported on events and activities attended.

X. Adjournment

A motion to **Adjourn at 5:56 p.m.**, was made by Sanjay Singhal and seconded by Carol McCutcheon; the motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

Linda Mendenhall, City Clerk





City of Sugar Land

City Council Minutes

Sugar Land City Hall
2700 Town Center
Boulevard North
Sugar Land, TX 77479

Tuesday, February 24, 2026
City Council Meeting Minutes
City Council Chamber
5:30 PM

I. Attention

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II. Call to Order

QUORUM PRESENT

Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Sanjay Singhal, Rick Miller, and Carol McCutcheon were present. Jim Vonderhaar attended the meeting virtually.

III. Invocation

Council Member Jim Vonderhaar

IV. Pledges of Allegiance

Council Member Jim Vonderhaar

V. Public Comment

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For questions or assistance, please contact the Office of the City Secretary (281) 275-2730.

No members of the public addressed the Council.

VI. Contracts and Agreements

A. **AGREEMENT WITH SUGAR LAND TOWN SQUARE POA**

Consideration of and action on an agreement with Rebees Management Company to plan and execute Official Houston Host City World Cup 2026 public watch parties in Sugar Land Town Square, funded through the Hotel Occupancy Tax fund (\$400,000) and Special Event fund (\$480,000), for a total not to exceed \$880,000.

Alison Brooks, Assistant Director of Tourism

Alison Brooks, Assistant Director of Tourism, gave a presentation, made comments, and answered questions from the Council.

A motion to **Approve the Agreement with Sugar Land Town Square POA** to produce watch parties in Sugar Land Town Square was made by Suzanne Whatley and seconded by Stewart Jacobson; the motion **Passed** 6 to 1.

Ayes: Suzanne Whatley, Stewart Jacobson, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

Nays: Robert Boettcher

VII. Workshop

A. **MOSQUITO CONTROL PILOT STUDY**

Review of and discussion on the Mosquito Control Pilot Study Results and the Service Level Evaluation.

Herc Meier, Director of Public Works

Herc Meier, Director of Public Works, gave a presentation, made comments, and answered questions from the Council.

B. **LUMITRACKER STREETLIGHT ASSESSMENT**

Review of and discussion on the Lumitracker Streetlight Assessment, a streetlight efficiency project.

Herc Meier, Director of Public Works

Herc Meier, Director of Public Works, gave a presentation, made comments, and answered questions from the Council.

VIII. City Council and City Manager Reports

In accordance with Texas Government Code section 551.0415, City Council Members and the City Manager may provide reports on items of community interest. No action, consideration or discussion will occur regarding these reports.

Mayor McCutcheon and the City Council gave comments and reported on events and activities attended. Michael Goodrum, City Manager, gave comments and reported on events and activities attended.

IX. Adjournment

A motion to **Adjourn at 6:49 p.m.**, was made by Sanjay Singhal and seconded by Carol McCutcheon. The motion **Passed**.

Ayes: Suzanne Whatley, Stewart Jacobson, Robert Boettcher, Rick Miller, Sanjay Singhal, Jim Vonderhaar, Carol McCutcheon

Linda Mendenhall, City Clerk





City Council Agenda Request March 3, 2026

Agenda Request No: VI.B.

Agenda of: City Council Meeting

Initiated by: Idahosa Igbinoba, Senior Project Manager

Presented by: Idahosa Igbinoba, Senior Project Manager, Jonathan Braun, Assistant City Engineer

Responsible Department: Engineering

Agenda Caption:

CONTRACT WITH CROM-CFG INDUSTRIES, LLC

Consideration of and action on authorizing the execution of a construction contract with Crom-CFG Industries, LLC, for the rehabilitation of Lift Stations at Savoy, Lexington AMC, and East Riverpark, CIP CWW2502, in the amount of \$2,312,300.00; and authorization of a budget amendment in the amount of \$500,000.00 from CIP CWW2002 to CIP CWW2502.

Recommended Action:

Authorize the execution of a construction contract with Crom-CFG Industries, LLC for the rehabilitation of Lift Stations at Savoy, Lexington AMC and East Riverpark, CIP CWW2502 in the amount of \$2,312,300.00; and authorization of a budget amendment in the amount of \$500,000.00 from CIP CWW2002 to CIP CWW2502.

Executive Summary:

The City of Sugar Land owns and operates 134 wastewater lift stations throughout the City. These lift stations are a critical part of transporting wastewater from our commercial areas and residents' homes to one of the City's four wastewater treatment plants. The City's service level for lift stations is based on an adopted 25-year useful life for the majority of the assets within each lift station. The City's annual Capital Improvement Program (CIP) includes funding to proactively rehabilitate a number of these lift stations in order to maintain the current service level.

To help prioritize the annual CIP investment, the City conducts routine inspections and assessments of the wastewater lift stations and develops a list of those lift stations in need of rehabilitation through the Asset Management Program. In FY25, the following lift stations were recommended for rehabilitation:

Lexington AMC - No. 118 (Priority No.1)

East Riverpark - No. 303 (Priority No.2)

Savoy - No. 24 (Priority No.3)

All three lift stations require major rehabilitation in order to avoid further deterioration. Proactive rehabilitation of these assets will reduce the likelihood of future failure and offset the higher reactive repair costs. These improvements also improve service levels to include compliance with electrical codes, improved efficiency, provide Supervisory Control and Data Acquisition (SCADA) ready system, and improved safety of operational staff.

The design contract for the recommended rehabilitation was approved by City Council in January 2025, and the design was completed in October 2025. The rehabilitation project scope of work includes the following tasks:

- Valve vault modifications / pump installation
- Riser and header piping installation
- Electrical improvements to include SCADA connectivity
- Wetwell recoating / By-pass pumping / Start-Up Testing
- Other necessary miscellaneous improvements

In order to work within the project budget, the project bid was packaged into a base bid that consisted of the Lexington AMC and East Riverpark lift stations plus one (1) alternate bid - Savoy Lift station.

An Invitation to Bid was advertised on November 12 and November 19, 2025. Three (3) bids were received and opened on Thursday, January 08, 2026. Minor mathematical errors were found during the bid review, however, the errors did not affect the order of the bids.

A bid summary of the responsive bids is shown below:

Bidders	Base bid items	Add alternate	Base bids + add alternate
CROM-CFG Industries	\$1,898,500.00	\$413,800.00	\$2,312,300.00
Matula & Matula Construction	\$2,361,705.00	\$552,457.00	\$2,914,162.00
RJ Construction Company, Inc	\$2,631,600.00	\$579,000.00	\$3,210,600.00
Engineer Cost Estimate	\$2,014,870.00	\$482,550.00	\$2,497,420.00

The lowest responsible bidder for the base bid items, plus add-alternate, is CROM-CFG Industries, in the amount of **\$2,312,300.00**.

The available budget for construction, contingency and construction administration in FY25 for CIP CWW2502 is \$2,260,000.00, with a construction administration cost of about \$35,000.00 and a 5% contingency of about \$115,615.00 gives a total fund needed of about \$2,462,915.00. CIP CWW2502 budget is short of over \$200,000.00. Hence, the need for a fund transfer from CIP CWW2002 savings to CIP CWW2502.

Sander Engineering Corporation (Design Engineer) completed a review and evaluation, and provided a letter of recommendation indicating Crom-CFG Industries LLC is capable of completing a project of this nature. CFG has previously completed several City's Lift Station Rehabilitation projects, and they are currently working on the City Lift Station Rehabilitation project CIP CWW2401. The Notice to Proceed will be issued in April 2026, with a contract time of 270 calendar days.

In accordance with Policy CO-0110, Notification of Construction Impacts and Service Interruptions, the Lift Station Rehabilitation project is classified as a Neighborhood Project located on City property and inside fences. No service interruptions are anticipated. Staff will provide notification via door hangars, mail outs, and one-on-one communications as needed.

The Engineering and Utilities Departments recommend that the City Council authorize the execution of a construction contract with CROM-CFG Industries, LLC for the rehabilitation of Lift Stations at Savoy, Lexington AMC and East Riverpark, CIP CWW2502 in the amount of \$2,312,300.00; and authorization of a budget amendment in the amount of \$500,000.00 from CIP CWW2002 to CIP CWW2502.

Budget

Expenditure Required: \$2,312,300.00.

Current Budget: \$2,260,000.00

Additional Funding: \$500,000.00 from CIP CWW2002

Funding Source: System Revenue / Revenue bonds

Account Number (ORG-OBJ-Project): 6049210-621020-CWW2502; CWW2002 – 6043205/621020

Attachments

- 1. Recommendation Letter - Lexington AMC, Savoy & East River Park (CWW2502)
- 2. Signed Revised CWW2502 contract



DENNIS W. SANDER, P.E.
 President
 ERIK D. MILLER, P.E.
 Vice President
 WILLIAM T. MANNING, JR., P.E.
 Vice President

CONSULTING ENGINEERS - SURVEYORS
 TEXAS BOARD OF PROFESSIONAL ENGINEERS FIRM NO. F-517
 TEXAS BOARD OF PROFESSIONAL LAND SURVEYING FIRM NO. 10030300

2901 WILCREST, SUITE 550
 HOUSTON, TEXAS 77042

713-784-4830
 FAX 713-784-4052

January 13, 2026

Mr. Idahosa Igbinoba, RS, PMP, CFM
 Senior Project Manager
 Engineering Department
 City of Sugar Land
 2700 Town Center Blvd. N.
 Sugar Land, TX 77479

Re: Engineer's Recommendation of Award and Bid Tab
 Lift Station Rehabilitation for Savoy, Lexington AMC
 & East Riverpark (CWW2502)
 City of Sugar Land

SEC PN: 24-057

Dear Mr. Igbinoba,

Sander Engineering Corporation (SEC) has evaluated the three (3) bids received on January 8, 2026, for the above referenced project. The name of the Bidders and the amounts received are:

	Base Bid + Extra Unit + Allowance	<u>Alternate</u>
1. CROM/CFG Industries, LLC.	\$1,898,500.00	\$413,800.00
2. Matula & Matula Construction, Inc.	\$2,361,705.00	\$552,457.00
3. RJ Construction Company, Inc.	\$2,631,600.00	\$579,000.00

SEC has reviewed the bids and found that Matula & Matula had one minor mathematical error and RJ Construction had several mathematical errors; however, the errors did not affect the order of the bids. The bid tab is attached.

SEC has worked with CROM/CFG Industries on several recent lift station projects including the Rehabilitation of Sweetwater Lift Station for the City of Sugar Land. We have found their quality of work to be acceptable. SEC recommends that the contract for the Lift Station Rehabilitation for Savoy, Lexington AMC & East Riverpark (CWW2502) be awarded to CROM/CFG Industries in the amount of \$1,898,500.00.

Please call or email if you have any additional questions.

Thank you,

René G. Hurtado, P.E.
 Senior Project Manager, Partner

Attachment: Bid Tab

CITY OF SUGAR LAND
STANDARD CONTRACT FOR CIVIL ENGINEERING CONSTRUCTION PROJECTS
(Not for Building Construction Projects)
(Rev. 8-19-22)

This City of Sugar Land Standard Contract for Civil Engineering Construction Projects (Contract) is made between the City of Sugar Land, Texas (City), and the Contractor. The City and the Contractor agree to the terms and conditions of this Contract, which consists of the following

- I. Signatures
- II. Summary of Contract Terms
- III. Standard Contractual Provisions
- IV. Contract Documents

I. Signatures. By signing below, the parties agree to the terms of this Contract:

CITY OF SUGAR LAND

CONTRACTOR:

By:

By:

Robert G. Oyenarte

Name:

Name: Robert G. Oyenarte

Title:

Title: CEO

Date:

Date: 02/04/2026

II. Summary of Contract Terms.

Project: CWW2502- Lift Station Rehabilitation Program for Savoy, Lexington AMC and East Riverpark

Contractor: CROM/CFG Industries LLC

Name of Engineering Firm, if any: Sander Engineering Corporation

Name of Owner's Project Manager: Idahosa U. Igbinoba, RS, PMP, CFM

Base Bid: \$1,898,500.00

Alternate Bid Item Nos.: 1 _____

Total Alternate Bid Items Amount: \$413,800.00

Contract Price (Base Bid + Alternates): \$2,312,300.00 as may be adjusted by Change Orders

Effective Date of Contract: On the latest date of the dates executed by both parties

Date to Begin Work: Date specified in Notice to Proceed

Substantial Completion: Contractor must achieve Substantial Completion within 270 Calendar Days

from date specified in Notice to Proceed, as the time may be adjusted by Change Order

Final Completion: Contractor must complete the Punch List within 30 Calendar Days from Substantial Completion

Liquidated Damage Amount for Failure to Meet Time for Substantial Completion: \$500 per Calendar Day

Liquidated Damage Amount for Failure to Complete Punch List Items by Time for Completion: \$50 per Calendar Day



City Council Agenda Request March 3, 2026

Agenda Request No: VI.C.

Agenda of: City Council Meeting

Initiated by: Alence Poudel, Engineering Manager

Presented by: Jonathan Braun, Assistant City Engineer, Alence Poudel, Engineering Manager

Responsible Department: Engineering

Agenda Caption:

REJECTION OF BID

Consideration of and action on authorization to reject all bids received for the Groundwater Plant Generator and Right Angle Drive (RAD) Maintenance Program, CIP CWA2406, ITB No. 2026-ITB-004.

Recommended Action:

Reject all bids in reference to the Groundwater Plant Generator and Right Angle Drive (RAD) maintenance program, CIP CWA2406 for Invitation to Bid No. 2026-ITB-004.

Executive Summary:

The City operates 12 groundwater plants and one surface water treatment plant. Through CIP CWA2204, the City completed a comprehensive condition assessment of emergency generators and right-angle drives (RADs). The assessment identified several assets at the groundwater plants in moderate to poor condition and in need of rehabilitation or replacement. Improvements were grouped into priority tiers ranging from near-term (0–1 year) to longer-term needs (more than 15 years).

In FY2024, the City Council authorized Kalluri Group, Inc. (KGI), a pre-qualified firm, to prepare design documents for generator and RAD improvements at the First Colony and Sugar Creek groundwater plants. Following completion of the design, the City issued ITB No. 2026-ITB-004 on November 12, 2025, through the OpenGov Procurement platform using a sealed bid process.

The project scope includes, at Sugar Creek, installation of a new diesel generator with a base fuel tank, a service entrance rated automatic transfer switch (ATS), and a dual-purpose docking station. At First Colony, the scope includes rehabilitation of the existing ATS and installation of a new diesel generator with a sub-base fuel tank and a dual-purpose docking station. The work also includes miscellaneous improvements at both sites, such as diesel fuel management system installation, rust prevention, painting and protective coatings, and repairs to existing fuel storage tanks. The solicitation was structured with a base bid (Sugar Creek Water Plant) and alternate bid

items (First Colony Water Plant and other defined alternates).

Bids were opened on December 19, 2025. The City received two bids:

Contractor	Base Bid	Alternate Bid	Total
McDonald Municipal & Industrial (MMI)	\$1,431,000	\$2,184,000	\$3,274,000
W.W. Payton Corporation (WWP)	\$2,184,000	\$1,716,000	\$3,900,000

The total budget available for this project is \$3,853,115.00.

After bid opening, staff identified issues related to how certain pricing elements were displayed and entered within the OpenGov electronic bid form compared to the ITB attachments. Because the City is obligated to apply the solicitation requirements uniformly and to ensure an even and fair bidding environment for all participants, staff recommends rejecting all bids and rebidding the project. Rebidding will provide a clean solicitation and allow all bidders to submit bids under the same clearly presented pricing structure.

This action maintains procurement integrity and ensures the City can proceed with construction under a process that is fair, transparent, and consistent with the ITB requirements. Rebidding will allow the City to correct the electronic bid form presentation and ensure all bidders compete on the same basis. Staff will return to the City Council at a future meeting with the rebid results and a recommended award, as appropriate.

The Engineering and Utilities Department recommends that City Council authorize rejection of all bids received through the Invitation to Bid process for the Groundwater Plant Generator and Right Angle Drive (RAD) Maintenance Program, CIP CWA2406, ITB No. 2026-ITB-004.

Budget

Expenditure Required: N/A

Current Budget: \$3,853,115.00

Additional Funding: N/A

Funding Source: Revenue Bonds

Account Number (ORG-OBJ-Project): 6049205-621020-CONSTRUCT, 6029205-621020-Construct2, 6049205-621015-Design, 6029205-621020-CONSTRUCT, and 6029205-621015-Design

Attachments

None



City Council Agenda Request March 3, 2026

Agenda Request No: VI.D.

Agenda of: City Council Meeting

Initiated by: Larysa Chiski, Senior Police Finance Manager

Presented by: David White, Assistant Chief of Police

Responsible Department: Police

Agenda Caption:

AMENDMENT NO. 4 TO MULTIPLE USE AGREEMENT WITH TXDOT

Consideration of and action on authorization of Amendment No. 4 to the Multiple Use Agreement with TxDOT, for the installation of three additional Flock LPR cameras.

Recommended Action:

The Sugar land Police Department requests that the City Council approve an amendment to the Multiple Use Agreement with TXDOT for the installation of three additional Flock LPR cameras.

Executive Summary:

Flock Safety is a technology company that provides security solutions, primarily through the deployment of license plate recognition cameras (ALPR). Flock cameras are designed to capture license plate data and vehicle details like make, model and color to assist law enforcement agencies in solving and preventing crime.

The original agreement with TXDOT was approved on April 18th, 2023. The agreement requested the State permit installation, maintenance, and operation of 58 license plate recognition cameras at multiple locations on TXDOT right of ways.

The Police Department seeks to amend the Multiple Use Agreement between the City and TXDOT for the purpose of installation of three additional Flock LPR cameras at FM1876 (Eldridge Road), SH6 and Highway 90A.

Budget

Expenditure Required: n/a

Current Budget: n/a

Additional Funding: n/a

Funding Source: n/a

Account Number (ORG-OBJ-Project): n/a

Attachments

1. Amendment No.4 to Multiple Use Agreement - Sugar Land



AMENDMENT TO MULTIPLE USE AGREEMENT

STATE OF TEXAS §

COUNTY OF TRAVIS §

WHEREAS, on the 2nd day of May, 2024, the Texas Department of Transportation, the "State", and the City of Sugar Land, the "City", entered into a Multiple Use Agreement to allow the City use of state highway right of way; and

WHEREAS, the State, under the aforementioned Agreement, authorized the y the use of right of way on various roadways Control Section No. multiple for the purpose of an installation of Automatic License Plate Reader (ALPR) Cameras; and

WHEREAS, the City desires to Install an additional ALPR camera in the right way not authorized under the Multiple Use Agreement; and

WHEREAS, the City and the State agree to amend the existing Multiple Use Agreement;

AGREEMENT

NOW, THEREFORE, in consideration of the premises and mutual covenants and agreements of the parties hereto to be by them respectively kept and performed, as hereinafter set forth, the City and State do mutually agree to the amendment as follows:

- 1. Install an additional cameras:
- FM 1876, -29.623874, -95.618726
- SH 6, -29.627609, -95.650645
- Highway 90A, -29.625615, -95.605471

In all other respects, the Agreement shall remain in force and effect without change.

IN TESTIMONY WHEREOF, the parties hereto have caused this amendment to be executed in duplicate. The Amendment becomes effective when last executed.

THE CITY OF SUGAR LAND

By: City Manager

Printed Name

Date:

THE STATE OF TEXAS

Executed and approved for the Texas Transportation Commission for the purpose and effect of activating and/or carrying out the orders, and established policies or work programs heretofore approved and authorized by the Texas Transportation Commission.

By: _____

Printed name

Date: _____

Approval Recommended:

By: _____

District Engineer

Printed Name

Date: _____



City Council Agenda Request March 3, 2026

Agenda Request No: VII.A.

Agenda of: City Council Meeting

Initiated by: Huy Ton, Senior Engineering Manager

Presented by: Huy Ton, Senior Engineering Manager

Responsible Department: Engineering

Agenda Caption:

CONTRACT WITH QUIDDITY ENGINEERING, LLC

Consideration of and action on authorizing the execution of a professional services contract with Quiddity Engineering, LLC, for design services associated with the Hillstone Drainage Modifications Project, CIP CDR2505, in the amount of \$1,215,634.00.

Recommended Action:

Authorize the execution of a professional services contract with Quiddity Engineering, LLC. for the Hillstone Drainage Modifications, CIP CDR2505, in the amount of \$1,215,634.00

Executive Summary:

A drainage study completed in 2018 evaluated the Austin Park, Settlers Grove, and Chimneystone subdivisions following Hurricane Harvey. These areas routinely experience excessive street ponding during major storm events, and several homes sustained structural flooding during Hurricane Harvey. The study identified multiple locations that exceeded the City's performance criteria established in the Master Drainage Plan, and these locations were programmed in the Capital Improvement Program (CIP) for drainage improvements.

The first phase of recommended improvements included the Settlers Park Drainage Improvements and the Austin Park/Chimneystone Drainage Improvements projects. The Settlers Park Drainage Improvements project was completed in 2022. The Austin Park/Chimneystone Drainage Improvements project was included in the voter-approved 2019 GO Bond program, with construction completed in 2025.

The Hillstone Drainage Modifications Project is the second phase of drainage improvements in the area and focuses on existing drainage and storm sewer systems in the Hillstone Drive area. This project was included in the 2024 GO Bond program to continue drainage improvements identified in the area. The project will reduce the risk of structural flooding and decrease the

depth and duration of street ponding during major rainfall events.

The Hillstone Drainage Modifications Project scope of work includes proposed improvements to the existing drainage infrastructure to enhance conveyance and mitigate ponding within the project limits. The proposed storm sewer system will be fully integrated with the existing storm sewer network. The improvements include:

- Upgrades to inlets and manholes;
- Replacement of undersized storm sewer pipes with larger pipes;
- Reconstruction of concrete pavement;
- Provisions for future connections to the settlers way boulevard improvement project;
- Installation of new outfalls discharging into the west side channel.

Services to be provided include:

Basic Services:

- Project Management and Coordination
- Preliminary Engineering Report
- Design Phase 30%, 60%, 90%, and 100% Design Submittals Phase I and III
- Bid Phase Services

Additional Services:

- Utilities/SUE
- Surveying
- Geotechnical
- Environmental

Optional Services:

- Additional Phase III Design
- Additional Public Utility Adjustment Designs

Quiddity Engineering, LLC, was selected as the design engineer for this project through a competitive Request for Qualifications (RFQ) process, in accordance with City Policy PU-109 for procuring professional services. The RFQ was advertised on December 25, 2024. The City received 22 responses, and staff interviewed the top six-ranked firms before making final selections in February 2025.

Quiddity conducted a study phase for the project to analyze alternative outfall locations. The study was completed in September.

The Engineering Department has negotiated the above scope of work with Quiddity Engineering,

LLC for a fee in the amount of \$1,215,634.00. Design is anticipated to be completed in January 2027. Construction is planned to start in April 2027.

The Engineering Department recommends that the City Council approve a professional services contract with Quiddity Engineering, LLC. for the Hillstone Drainage Modifications, CIP CDR2505, for the amount of \$1,215,634.00.

Budget

Expenditure Required: \$1,215,634.00

Current Budget: \$7,903,210.00

Additional Funding: N/A

Funding Source: 2024 GO Bond

Account Number (ORG-OBJ-Project): 5023215-621015-CDR2505

Attachments

- 1. First Page of Contract
- 2. Proposal

**CITY OF SUGAR LAND STANDARD CONTRACT
FOR PROFESSIONAL ENGINEERING DESIGN
SERVICES FOR CITY FACILITIES**

Over \$1M
(Rev. 1-16-25)

I. Signatures. By signing below, the parties agree to the terms of this Contract.

CITY OF SUGAR LAND

ENGINEER:

By:

By: Stephen C. Reiter

Date:

Date: 01/28/2026

Title:

Title: Principal

Company: Quiddity Engineering, LLC

MATTER NUMBER: 8461M

APPROVED AS TO FORM:



II. General Information and Terms.

Engineer's Name and Address: Quiddity Engineering, LLC
6330 West Loop South, Suite 150
Bellaire, Texas 77401

Project Description: Capital Improvement Drainage Project (CIP CDR2505) -
Hillstone Drainage Modifications

Maximum Contract Amount: \$1,215,634.00

Effective Date: On the latest date of the dates executed by both parties.

Termination Date: See III.F.

Contract Parts: This Contract consists of the following parts:

- I. Signatures
- II. General Information and Terms
- III. Standard Contractual Provisions
- IV. Additional Terms or Conditions
- V. Additional Contract Documents



January 22, 2026

Mr. Huy Ton, P.E.
Senior Engineering Manager
Engineering Department
City of Sugar Land

Re: Professional Engineering Services for City of Sugar Land
Capital Improvement Drainage Project – CIP CDR2505
Hillstone Drainage Modifications Proposal
Sugar Land, Texas

Dear Mr. Ton:

We appreciate the opportunity to present this proposal for the professional engineering services for the Hillstone Drainage Modifications Project located in Sugar Land, Texas. The project area is bordered by Austin Parkway to the south, Ditch C to the West, Highway 6 to the north, and Chimneystone Concrete Drainage Channel (Oilfield Channel) to the East. In addition, the project is within Fort Bend County Levee Improvement District No. 2 (FBCLID 2). Per FIRM Panel 48157C0280L, dated April 2, 2014, the project area is located entirely within Shaded Zone X.

PROJECT UNDERSTANDING

Quiddity Engineering, LLC (Quiddity) understands that the City of Sugar Land (CITY) intends to construct a new large-diameter storm sewer trunkline parallel to the existing system and to install additional drainage inlets along Hillstone Drive, Flintrock Lane, Sam Houston Drive, Windmill Street, and Mesquite Drive. The proposed improvements are intended to increase storm sewer conveyance capacity and reduce street ponding within the project area. The proposed trunkline consists of reinforced concrete boxes (RCBs) and reinforced concrete pipes (RCPs) ranging from 8'x2' RCBs along Hillstone Drive to 9'x8' RCBs along Windmill Street, ultimately outfalling through Mesquite Park into Ditch C (see attached **Exhibit A – Proposed Option 4 Alternative 3**). **Improvements along Settlers Way Blvd will be evaluated as part of the hydraulic analysis but improvements will be designed under a future, separate contract.** Dependent on City of Sugar Land planning and direction, construction may be phased and completed at separate times. Therefore, Quiddity will provide clarity on construction sequencing and propose measures to ensure no impacts occur if phases are completed prior to other. Temporary measures such as pipe restrictors can be utilized to eliminate these impacts.

Construction of the proposed improvements will require installation of pipes, connections to the existing storm sewer system, removal and replacement of concrete pavement, adjustment of public utilities (water and sanitary), relocation coordination for private utilities (telecom, gas, etc.) as well as tree protection measures and detailed traffic control plans.

Mr. Ton
 Page 2
 January 22nd, 2026

The CITY has requested that Quiddity provide services including finalizing the existing Technical Memo provided in the conceptual phase, design and bid phase services, as well as necessary subconsultant services. Based on our understanding of the project requirements and the general site characteristics, Quiddity has prepared the following scope of services and fee proposal for your consideration.

SCOPE OF SERVICES

Quiddity is proposing to deliver the project in three (3) phases – Preliminary Phase, Design Phase, and Construction Phase, meeting the City of Sugar Land’s standard design criteria. The construction phase will be in a future contract and is not included as part of the scope for this proposal. Our Basic Services and Additional Services will be aligned with our proposed submittal milestones and overall project schedule. See below **Figure 1 – Summary of Project Delivery**.

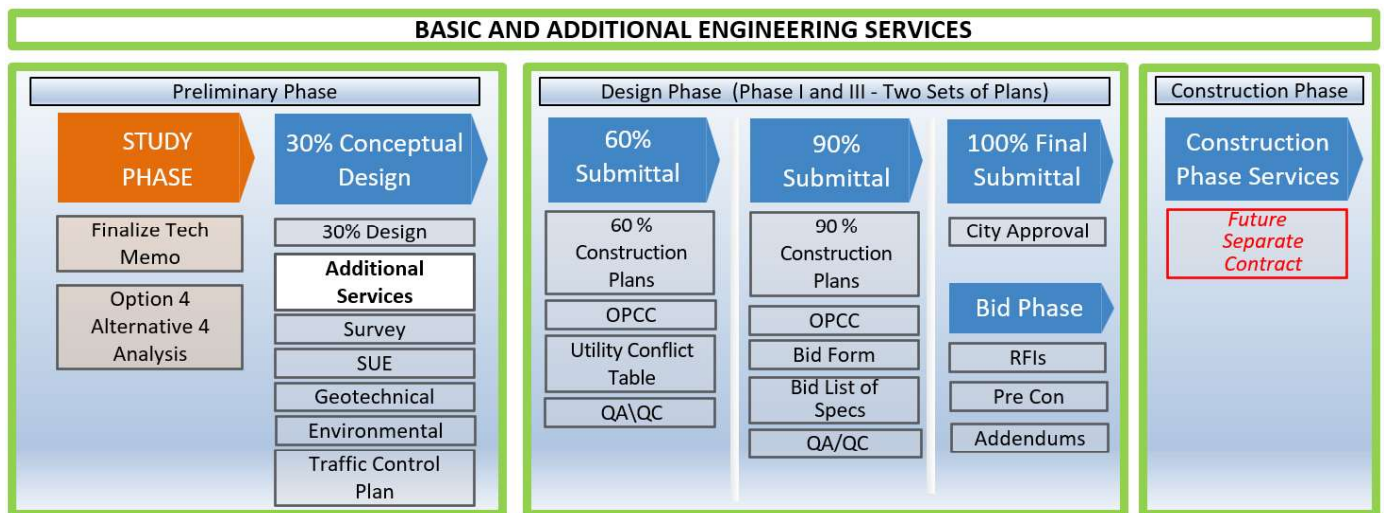


Figure 1: Summary of Project Delivery

Included in our proposal is **Attachment A – Scope of Work** which follows the standard City of Sugar Land format and breaks down the specific task and deliverables which will be completed under these phases. We have included a description for each task below and highlighted important project specific items.

TASK 1 – PROJECT MANAGEMENT

Quiddity will provide project management services necessary to complete the project including attending biweekly meetings with the City, monthly progress reports, and coordination with subconsultants. In addition, we will assist the City with stakeholder engagement including public meetings with the neighboring homeowners associations. Standard protocols will be provided during all phases of the project including project health monitoring, schedule tracking, risk assessment, and quality management plans (QMPs).



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PRELIMINARY PHASE - BASIC SERVICES

TASK 2 – Preliminary Engineering Report / Study Phase

A preliminary drainage study for the Hillstone Drainage Modifications was submitted by Quiddity Engineering on **September 29, 2025**, presenting multiple alternatives to reduce ponding depths and durations during Atlas 14 storm events. Modeling data was developed using TNRIS LiDAR and the COSL GIS database; however, no field survey elevations were collected for pavements or drainage structures, and no SUE was conducted for utilities. The City selected **Option 4 – Alternative 3** (Hillstone Dr, Sam Houston Dr, Settlers Way Blvd, and Windmill St Improvements) to address localized flooding and drainage issues within the Hillstone area. Prior to finalizing, the City has requested that Quiddity perform an additional model run, **Option 4 – Alternative 4**, upsizing the proposed Windmill St. culvert from a single RCB to dual RCBs. Quiddity is to evaluate ponding reduction benefits and construction feasibility to determine if it is a more advantageous solution. If determined to be a better solution and within the construction funds budget, Alternative 4 may be selected. The following study tasks are proposed:

- Settlers Way and Wagon Trail / Windmill Improvements Evaluation – During the original study phase, Quiddity was scoped to analyze improvements only within the Hillstone area. At the request of the City, Quiddity completed work outside of scope by providing a benefits evaluation for additional alternatives located along Settlers Way and Windmill/Wagon Trail and documented the reductions in ponding depth for the selected improvements. This work was completed and presented in the drainage study.
- Updates to model based on survey completed during Preliminary Phase
- Analyze **Option 4–Alternative 4**, which was not completed in the original study. To maximize flood improvement benefits, the City requests Quiddity provide sizing for dual RCB’s in lieu of a single RCB along Windmill.
- Quiddity will prepare a finalized drainage study with the recommended design option (Alternative 3 or 4) and benefits based on the additional analysis, including updated construction cost estimates for each alternative.
- Quiddity will perform Quality Control on the model, study, and respond to comments.
- During the Design Phase, we will provide additional hydraulic modeling for any design changes which differ from the Infoworks model. This may include storm sewer and connector sizing changes due to ROW restrictions or utility conflicts.

Please note that, due to the age of the Chimneystone subdivision, full compliance with the current drainage design criteria may not be possible. Consequently, a formal impact analysis will not be included.

Lump Sum Fee: \$89,350



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TASK 3A – 30% PRELIMINARY DESIGN PHASE

Quiddity will perform preliminary design tasks including reviewing as-built construction drawings, COSL GIS data, and previously completed survey information. Quiddity will provide conceptual layouts for Option 4 – Alternative 3 and Option 4 – Alternative 4 to assist the City in their decision making. Once an alternative is selected, Quiddity will move forward with preparing a comprehensive preliminary design package including plan and profile sheets showing proposed storm sewer layouts and junction box locations. Horizontal and vertical utility conflicts will be shown based on topographic survey and subsurface utility information received from subconsultants. Based on preliminary assessments of the City of Sugar Land GIS files, it is estimated that approximately 18 public utility conflicts will require resolution within the project limits. Quiddity will actively coordinate the realignment design options with the CITY prior to advancing to subsequent phase. During the preliminary design phase, Quiddity will engage the SUE consultant to determine private utility conflicts and begin the utility relocation process with Real Property and the private utility owner.

No conceptual layouts or utility conflicts will be provided for Settlers Way Blvd. improvements as the City intends to complete the design work in a separate contract. All design work will comply with the City’s Design Criteria (May 2024), Fort Bend County Drainage District (FBCDD) Drainage Criteria Manual and necessary deliverables per **Attachment A** will be provided to the City. These efforts will be completed concurrently with the subconsultants’ scope of work.

Lump Sum Fee: \$129,725

PRELIMINARY PHASE - ADDITIONAL SERVICES

Task 6 – UTILITIES / SUE

The subconsultant will identify and locate private utilities in the project area (Level “D” and “C”) by completing map request and field verifications. Public utilities such as water and sanitary will be located by the Survey subconsultant. The SUE consultant will be responsible for obtaining private utility owner maps, contact information and initiating coordination for conflict resolution, providing Quiddity with a complete Utility Conflict Table. Once conflicts are determined, Quiddity and SUE will coordinate with the City’s Real Property group on necessary relocations.

(OPTIONAL). If further investigation is required for public utilities, such as the leads, the consultant will complete Level “B” or “A” in areas of high importance

All work assignments will be in general accordance with the recommended practices and procedures described in ASCE Publication CI/ASCE 38-02 (Standard Guidelines for the collection and depiction of existing subsurface utility data).

See attached KCI proposal, dated 12/10/2025

Lump Sum Fee: \$43,805.00
Optional Per Each: \$68,805.00



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Task 7 – SURVEY

Our Surveyor will perform survey control services, ROW surveying, and topographic survey along the existing ROW. The surveyor will survey cross sections of the street at 100-foot intervals and include natural ground elevations, back of curb, sidewalks, and visible grade breaks. In addition, the surveyor will locate all visible grade breaks along street pavement, joints, visible storm manholes, inlets and related pipe flowline elevations. The surveyor will locate trees within the ROW that are 6-inch diameter or larger and note the type of tree for tree protection inventory. Slab elevations will also be obtained by the surveying team, to complete this work they will require communication between the City and homeowners to occur, and a letter provided to the subconsultant which will be presented to homeowners while work on their property is being completed.

(OPTIONAL) The proposed outfall will be located within the same alignment of the existing outfall into Ditch C. The existing outfall is located within Mesquite Park and it is undetermined if there is an existing storm sewer easement large enough for the proposed outfall. If necessary, surveyors will perform deed research to find existing easement limits and determine if additional area is needed. If so, one (1) metes and bounds description and exhibit will be provided for additional drainage easement within Mesquite Park. The surveyor will also obtain the locations of each SUE test hole test holes if completed.

Work will adhere to the Manual of Practice for Land Surveying in the State of Texas as Category 6, Condition 2 and City of Sugar Land Design Standards Manual, May 2024.

See attached Quiddity Survey proposal, dated 11/10/2025

Lump Sum Fee: \$53,150.00
Optional Lump Sum Fee: \$5,900.00

Task 8 – GEOTECHNICAL

Our subconsultant will provide a geotechnical analysis including soil sampling within project area ROW and near the Ditch C outfall and will measure short-term depth-to-water levels for ground water. Our geotechnical subconsultant will provide construction recommendations, evaluation of onsite soil for re-use, import select fill material and subgrade compaction requirements.

All analysis and laboratory testing will meet City of Sugar Land criteria, *Section 1.21 – Geotechnical Requirements*.

See attached Cibor Geotechnical proposal, dated 11/11/2025.

Lump Sum Fee: \$37,844.00



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Task 9 – ENVIRONMENTAL

Due to the proposed work within the existing drainage channel, Quiddity will prepare an Environmental Due Diligence and Permitting Summary Report documenting existing environmental conditions and regulatory considerations for the project. Work includes a desktop review and field reconnaissance to identify water resources, delineate wetlands, evaluate jurisdiction under current WOTUS rules, assess habitat for federally listed T&E species, and review a hazardous-materials radius report for potential Recognized Environmental Conditions (RECs). The report will summarize findings, outline applicable federal and state permits, and provide documentation confirming that environmental due diligence was completed.

(OPTIONAL) Cultural Resources - If project disturbance thresholds (storm sewer excavations) trigger Antiquities Code of Texas requirements, our subs will conduct a cultural resources background review and prepare required Texas Historical Commission (THC) consultation materials. This includes reviewing the Texas Archeological Sites Atlas and related databases to identify known archaeological or historic resources and evaluating potential for undocumented sites. SWCA will prepare a Cultural Resources Background Review Report and SHPO consultation letter for CITY and Quiddity review before submission.

See attached Quiddity Environmental proposal, dated 11/07/2025

Basic Lump Sum Fee: \$4,990
Optional Lump Sum Fee: \$4,100

DESIGN PHASE

TASK 3B/3C/3D - 60% SUBMITTAL, 90% SUBMITTAL, 100% FINAL SUBMITTAL

Prior to moving into the design phase, it is assumed that the CITY will have finalized the decision on the preferred improvement solution for the Hillstone Drainage Modifications project. For the purposes of this proposal, we assume the selected improvements correspond to **Option 4 – Alternate 3**. Per the CITY’s request, these improvements have been divided into three (3) phases:

- **Phase I:** Hillstone Drive to Sam Houston Drive
- **Phase II:** Settlers Way Boulevard *(WORK TO BE PROVIDED BY SEPARATE CONTRACT)*
- **Phase III:** Settlers Way Boulevard to Ditch C outfall

Quiddity will prepare **two (2)** separate construction plan sets and bidding documents for Phases I and III. As mentioned above, construction of these phases may be periodic, dependent on the City’s planning and direction. Quiddity will coordinate and assist the City on construction sequencing and propose measures to ensure no impacts occur if phases are completed prior to another. The design effort will include plan and profile sheets, pavement grade verification to ensure compliance with existing roadway constraints and determining where utility conflicts occur with the proposed culverts. The proposed culverts are substantially larger than a typical residential storm sewer system and must navigate through numerous existing utilities. This complexity increases the level of detailed analysis and iterative design needed to properly fit the system into the existing right-of-way while maintaining constructability and future maintenance access.



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Quiddity will coordinate with the CITY on tree protection, irrigation adjustments, and utility relocation strategy. Given the limited depth available, the design of the culvert will require coordination with the City's Public Works staff to confirm acceptable clearance from the pavement and utilities as well as potential sanitary and water realignments, and specific construction sequencing considerations to reduce service disruptions. Due to the complexity of the proposed system and ROW constraints, additional field verification and design refinements should be anticipated between the 60% and 90% submittals. Quiddity will follow the standard City submittal checklist for each phase.

Quiddity will develop a comprehensive multi-phase traffic control to maintain safe access to residential properties throughout construction. Settlers Way Elementary School is situated south of the Phase I improvement area, and Settlers Way Boulevard experiences significant traffic volumes, especially during school drop-off and pick-up times. We will define detour routes to minimize disruptions and mitigate safety concerns for the families commuting to and from school. Detailed design items such as construction staging, specific haul routes and work hours for the contractor will be taken into consideration and provided in the plan set and/or project manual documents. These additional measures will ensure pedestrian safety around construction zones, especially near the elementary school.

We will assist the City to communicate construction schedules, road closures, and alternative access routes in advance to residents, community groups, emergency services, and have meetings with the Elementary School principal and FBISD to ensure we meet their goals and expectations.

Lump Sum Fee: \$496,445.00

TASK 4 – BID PHASE

The City will post bidding documents to CivCast, and Quiddity will assist throughout the bidding process by providing responses to contractor questions and provide any necessary addenda. Once bids are received, Quiddity will evaluate the bids, provide bid tabulations, review contractor's experience and references and issue a Recommendation of Award (ROA) to CITY.

Lump Sum Fee: \$20,645.00

DESIGN PHASE (OPTIONAL)

TASK 3E – ADDITIONAL DESIGN FOR OPTION 4 – ALTERNATIVE 4 (Phase III)

If the City moves forward with **Option 4 - Alternative 4**, proposing dual RCB's along Windmill Street from Settlers Way to the Ditch C outfall, additional design will be necessary for Phase III. Dual storm sewer boxes in lieu of a single culvert increases potential utility conflicts, additional storm sewer network connections, larger drainage structures and outfall, and a higher disturbance area. These factors contribute to elevated design and construction complexity.

Optional Lump Sum Fee: \$51,555.00



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TASK 3F – PUBLIC UTILITY ADJUSTMENTS DESIGN

During preliminary reviews of the City of Sugarland GIS data, Quiddity noted approximately 18 locations of potential conflicts with public utilities along Windmill St., Hillstone Dr. and Sam Houston Dr where the proposed storm pipe will cross residential leads and mains. Please note that exact depths are unknown, so Quiddity conservatively noted these potential conflicts.

Per discussions with the City, they will solve public utility conflicts, such as water and sanitary, during construction by relocating their lines and adjusting in the field, if the line is 4-inch or under. They may also utilize conflict manholes or other structures if necessary. This is a standard process the City follows. However, if the City decides to solve any of the utility conflicts prior to construction and engages Quiddity to redesign the sanitary sewer main lines and leads, there would be an increase in scope and additional fee would be required. The additional fee has assumed adjustments to solve 18 conflicts, if this design task is utilized a pro rata share of the Optional Fee can be authorized in lieu of the full lump sum figure below. See per conflict price below.

Optional Lump Sum Fee: \$53,730.00 (\$2,985 per conflict)

TASK 3G – REVISIONS

Upon request by CITY, and upon prior approval of additional/supplement work request, we will provide additional services necessary for revisions which are not necessitated by any fault of the engineer and are inconsistent with approvals or instructions previously provided by CITY or are made necessary by the enactment of revision of codes, laws or regulations issued subsequent to the preparation of such documents.

Optional Lump Sum Fee: \$80,740.00

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PROPOSED FEES

Services rendered for delivering the Hillstone Drainage Modifications (Phase I and II) are to be billed based on a Lump Sum basis. The total basic and additional services fee is **\$950,804.00** and the optional services are **\$264,830.00**. The total expenditure shall not exceed **\$1,215,634.00**. See below fee breakdown in **Table 1 – Summary of Cost** and attached detailed Level of Effort (LOE). Optional Services require approval from the City’s Project Manager prior to beginning any effort on the task.

TASK NO.	TASK	FEE
Basic Services		
1	Project Management	\$ 74,850.00
2	Preliminary Engineering Report / Study Phase	\$ 89,350.00
3A	30% Preliminary Design	\$ 129,725.00
3B	60% Submittal (Phase I & III)	\$ 268,175.00
3C	90% Submittal (Phase I & III)	\$ 167,880.00
3D	100% Final Submittal (Phase I & III)	\$ 60,390.00
4	Bidding Phase	\$ 20,645.00
Sub-Total Basic Services Fees		\$ 811,015.00
Additional Services		
6	Utilities / SUE	\$ 43,805.00
7	Survey	\$ 53,150.00
8	Geotechnical	\$ 37,844.00
9	Environmental	\$ 4,990.00
Sub-Total Additional Services Fees		\$ 139,789.00
Sub-Total Basic + Additional Services Fees		\$ 950,804.00
Basic Services (Optional)		
3F	Additional Phase III Design	\$ 51,555.00
3F	Additional Public Utility Adjustment Design (18x)	\$ 53,730.00
3G	Revisions	\$ 80,740.00
Sub-Total OPTIONAL Basic Services Fees		\$ 186,025.00
Additional Services (Optional)		
6	Utilities / SUE - Optional	\$ 68,805.00
7	Survey - Optional	\$ 5,900.00
8	Geotechnical - Optional	\$ -
9	Environmental - Optional	\$ 4,100.00
Sub-Total Optional Additional Services Fees		\$ 78,805.00
Sub-Total Basic + Additional Services Fees		\$ 264,830.00
Total Basic + Optional Services		\$ 1,215,634.00

Table 1 – Summary of Cost

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SCHEDULE

A preliminary project schedule is show below, see **Table 2 – Preliminary Schedule**. A detailed schedule of Hillstone and Windmill St Drainage Improvement will be provided after the acceptance of the proposal scope.

Project Schedule	
	Calendar Days
Final Drainage Study	<i>60</i>
Cumulative Total	60
Preliminary Design Phase (<i>tasks performed concurrently</i>)	
<i>30% Preliminary Design</i>	<i>45</i>
<i>SUE</i>	<i>60</i>
<i>Survey</i>	<i>60</i>
<i>Geotechnical Analysis</i>	<i>60</i>
<i>Environmental Due Diligence</i>	<i>30</i>
Cumulative Total	120
Design Phase	
<i>60% Submittal</i>	<i>90</i>
<i>90% Submittal</i>	<i>45</i>
<i>Final Submittal</i>	<i>30</i>
Cumulative Total	285
Bidding Phase	<i>30</i>
Estimated Project Total	315

Table 2 – Preliminary Schedule

SPECIAL CONSIDERATIONS

This Proposal is based on the following special considerations:

1. The City Contract Agreement language for the City of Sugar Land will supersede any other language or conditions.
2. The proposed fees shall be considered in their entirety for the scope of services. Should you wish to contract with us for only a portion of the work, we reserve the right to negotiate individual scope items on their own merits.
3. Services performed by the ENGINEER under this Proposal will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the engineering profession currently practicing in the same locality under similar conditions.
4. Fees do not include sales taxes that may be imposed. The CLIENT is exempt from paying sales tax.
5. This proposal shall be valid for sixty days from this date and may be extended upon approval by this office.



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We thank you for the opportunity to submit this proposal and look forward to working with you on this project. An executed copy of this proposal will serve as our notice to proceed. Please return one copy to our office. Should you have any questions, please call.

Sincerely,

A handwritten signature in blue ink, appearing to read "Stephen C. Reiter".

Stephen C. Reiter, PE, CFM
Principal, Hydrology & Hydraulics
Quiddity Engineering, LLC.

A handwritten signature in blue ink, appearing to read "Z. Gao Lee".

Z. Gao Lee, PE, CFM
Project Manager, Hydrology & Hydraulics
Quiddity Engineering, LLC.

ZGL/DC

V:\Marketing Materials\SOQs\City of Sugar Land\Drainage-Storm Sewer Design Services\0_FINAL PROPOSAL\5_Proposal\4th Submittal 01222026\Hillstone Design Proposal 01222026.docx



SCHEDULE OF HOURLY RATES
Effective September 2025 - Subject to Revision

ENGINEERING PERSONNEL

Graduate Engineer I	\$135
Graduate Engineer II	\$165
Professional Engineer I	\$195
Professional Engineer II	\$220
Professional Engineer III	\$250
Professional Engineer IV	\$275
Professional Engineer V	\$295
Professional Engineer VI	\$315

ELECTRICAL ENGINEERING PERSONNEL

Electrical Graduate Engineer I	\$145
Electrical Graduate Engineer II	\$175
Electrical Professional Engineer I	\$210
Electrical Professional Engineer II	\$235
Electrical Professional Engineer III	\$260
Electrical Professional Engineer IV	\$290
Electrical Professional Engineer V	\$310

STRUCTURAL ENGINEERING PERSONNEL

Structural Graduate Engineer I	\$140
Structural Graduate Engineer II	\$170
Structural Professional Engineer I	\$200
Structural Professional Engineer II	\$225
Structural Professional Engineer III	\$255
Structural Professional Engineer IV	\$280
Structural Professional Engineer V	\$300

CONSTRUCTION PERSONNEL

Construction Manager I	\$140
Construction Manager II	\$160
Construction Manager III	\$185
Construction Manager IV	\$210
Construction Manager V	\$250
Field Project Representative I	\$ 95
Field Project Representative II	\$115
Field Project Representative III	\$135
Specialist Field Project Representative I	\$150
Specialist Field Project Representative II	\$160
Senior Specialist Field Project Representative	\$170

SPECIALIST PERSONNEL

Specialist I	\$130
Specialist II	\$160
Specialist III	\$195
Specialist IV	\$230
Specialist V	\$265

PLANNING PERSONNEL

Planner I	\$115
Planner II	\$155
Planner III	\$195
Planner IV	\$265

DESIGNER/DRAFTING PERSONNEL

CAD Operator I	\$100
CAD Operator II	\$110
CAD Operator III	\$130
Designer I	\$145
Designer II	\$165
Designer III	\$185

GIS PERSONNEL

GIS I	\$105
GIS II	\$140
GIS III	\$170
GIS IV	\$230

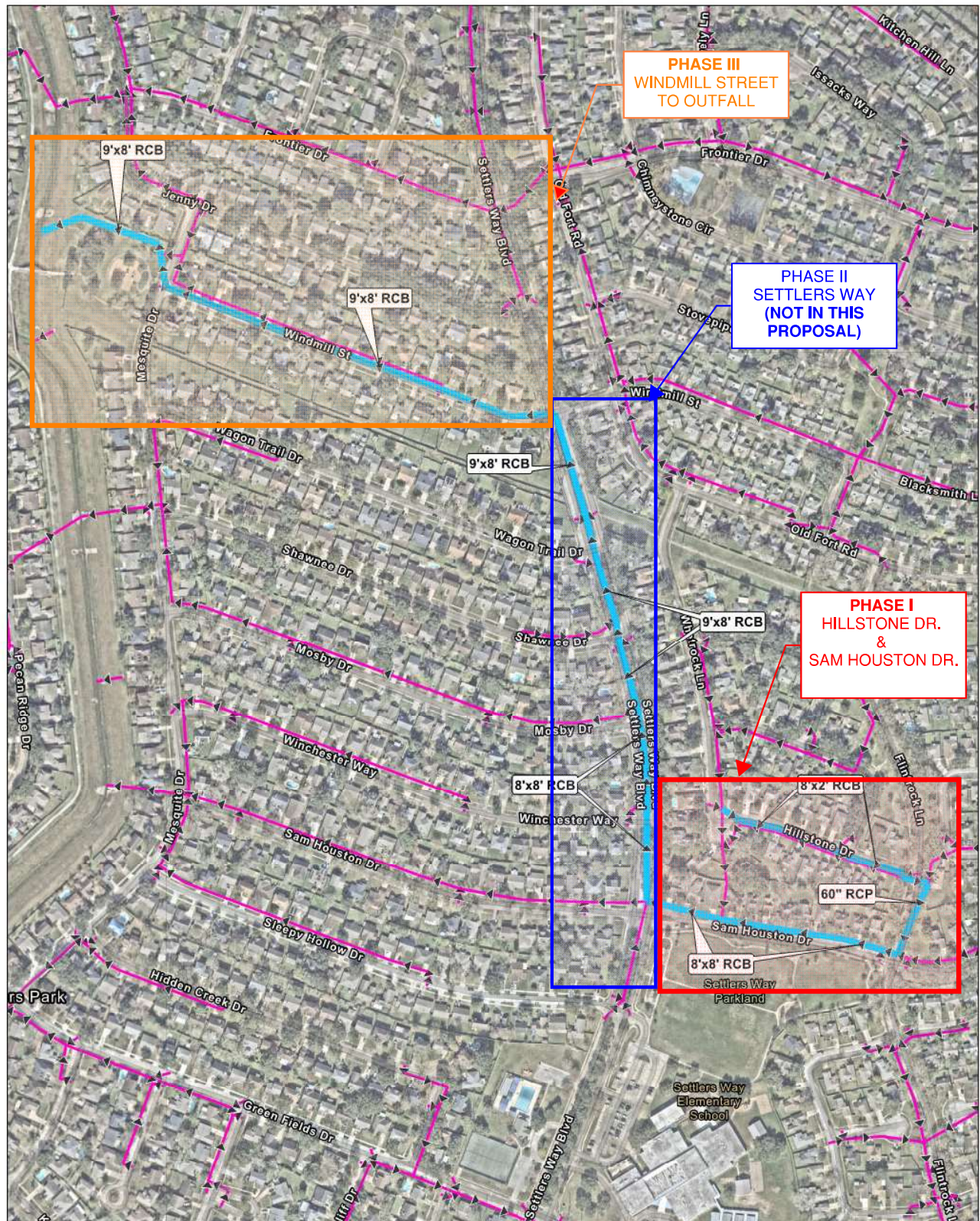
ENVIRONMENTAL SCIENCE PERSONNEL

Environmental Scientist I	\$ 85
Environmental Scientist II	\$ 90
Environmental Scientist III	\$100
Environmental Scientist IV	\$115
Senior Scientist I	\$135
Senior Scientist II	\$155
Environmental Project Manager I	\$170
Environmental Project Manager II	\$185
Senior Environmental Project Manager I	\$200
Senior Environmental Project Manager II	\$240

OFFICE PERSONNEL

Engineer's Assistant I	\$ 85
Engineer's Assistant II	\$ 95
Admin I	\$ 85
Admin II	\$105
Admin III	\$135
Project Admin/Accountant	\$145

EXHIBIT A - PROPOSED OPTION 4 ALTERNATIVE 3 LAYOUT



Disclaimer: This product is offered for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property, governmental and/or political boundaries or related facilities to said boundary. No express warranties are made by Quiddity Engineering concerning the accuracy, completeness, reliability, or usability of the information included within this exhibit.

HILLSTONE DRAINAGE IMPROVEMENTS STUDY
 CITY OF SUGAR LAND
 FORT BEND COUNTY, TEXAS

LEGEND

Option 4 Alternative 3 Layout
 Proposed
 Existing

VICINITY MAP
 1 INCH = 10 MILES

SCOPE OF WORK

OVERVIEW

1. Project Understanding

A. Project Description and Justification:

1. Quiddity Engineering, LLC (Quiddity) understands that the City of Sugar Land (CITY) intends to construct a new large-diameter storm sewer trunkline to replace the existing system and to install additional drainage inlets along Hillstone Drive, Flintrock Lane, Sam Houston Drive, Windmill Street, and Mesquite Drive. The proposed improvements are intended to increase storm sewer conveyance capacity and reduce street ponding within the project area. The proposed trunkline consists of reinforced concrete boxes (RCBs) and reinforced concrete pipes (RCPs) ranging from 8'x2' along Hillstone Drive to 9'x8' along Windmill Street, ultimately outfalling through Mesquite Park into Ditch C (see attached Exhibit A – Proposed Option 4 Alternative 3). Improvements along Settlers Way will be evaluated as part of the hydraulic analysis but will be designed under a future, separate contract.

Construction of the proposed improvements will require the removal of existing storm sewer pipes, pavement removal and replacement, adjustment of existing utilities (water and sanitary), as well as tree protection measures and detailed traffic control plans.

The CITY has requested that Quiddity provide services including finalizing the Technical Memo provided in the conceptual phase, design and bid phase services, as well as necessary subconsultant services. Based on our understanding of the project requirements and the general site characteristics, Quiddity has prepared the following scope of services and fee proposal for your consideration.

B. Project Conditions:

	Existing	Proposed
Roadway Type	Local (Concrete Pavement)	Local (Concrete Pavement)
ROW Width (ft)	60'	60'
Travel Lanes	2	2
Median Width (ft)	N/A	N/A
Cross Streets	Whetrock Lane, Millrock Circle, Settlers Way Blvd	Whetrock Lane, Millrock Circle, Settlers Way Blvd
Drainage System	Curb and Gutter / Storm Sewer	Curb and Gutter / Storm Sewer
Outfalls	1 (Mesquite Park)	1 (Mesquite Park)
Detention Method	N/A	N/A

Bridge	N/A	N/A
Traffic Signals	N/A	N/A
Left Turn Lanes	1 (Sam Houston and Settlers Way)	1 (Sam Houston and Settlers Way)
Right Turn Lanes	1 (Sam Houston and Settlers Way)	1 (Sam Houston and Settlers Way)
Sidewalks or Trails (ft)	3030 LF (6060 total with North and South side of road)	3030 LF (6060 total with North and South side of road)
Bike Lanes	N/A	N/A
Impacted Parcels	1 (City Owned Park)	1 (City Owned Park)
Railroad X-ing	N/A	N/A
Pipeline X-ing	N/A	N/A
Existing Utility Easements	N/A (Alternatives 3 and 4)	N/A (Alternatives 3 and 4)
	80' HL&P ESM'T & 16' U.E. along Mesquite Dr. (Alternatives 1 and 2)	80' HL&P ESM'T & 16' U.E. along Mesquite Dr. (Alternatives 1 and 2)
Roundabout Locations	N/A	N/A

PROJECT SCOPE

1. Project Management

- A. Consultant shall provide project management of the project per the agreed upon project schedule. This includes:
1. Coordination with Subconsultants
 - i. Coordinate, monitor and manage the project subconsultants. The Consultant shall ensure all components in the Scope of Work are being met by monitoring progress and taking corrective action when necessary.
 2. Coordination with Agencies and Stakeholders
 - i. Coordinate with partner agencies and stakeholders as needed for the development of the project.
 3. Project Schedule
 - i. Provide a detailed project baseline schedule, indicating milestones, major activities, and deliverables for the City of Sugar Land (City) Project Manager to review and comment on as part of proposal submittal. The schedule shall reflect estimated review and processing times necessary by the agencies and departments involved. The Consultant shall maintain and update the schedule monthly.

4. Invoices
 - i. The Consultant shall submit, in a format acceptable to the City, invoices that detail all project costs based on the percentage of completion for each task and submit them to the City by the end of the month.
5. Monthly Progress Reports
 - i. Submit progress reports to the City by the end of the month with the invoice.
6. Permits and Agreements (Interlocal, Utility, Railroad, Permitting, etc.)
 - i. The Consultant shall review, comment, and provide Interpose No Objection (INO) letters for permit requests. The Consultant shall support the establishment of interlocal agreements as directed by the City Project Manager if required.

Deliverables: Updated Project Schedule; Monthly Progress Report; Invoices; Interpose No Objection letters, Agreement Exhibits

2. Preliminary Engineering Report (PER) / Study Phase

- A. Consultant shall perform all Study Phase outlined tasks in accordance with City standards, guidelines, and specifications. The Study Phase shall consist of engineering studies and technical reports. Consultant to coordinate with the City to determine which additional services are necessary to complete the Study Phase.

1. ADDITIONAL ANALYSIS

A preliminary drainage study for the Hillstone Drainage Modifications was submitted by Quiddity Engineering on **September 29, 2025**, presenting multiple alternatives to reduce ponding depths and durations during Atlas 14 storm events. Modeling data was developed using TNRIS LiDAR and the COSL GIS database; however, no field survey elevations were collected for pavements or drainage structures, and no SUE was conducted for utilities. The City selected **Option 4 – Alternative 3** (Hillstone Dr, Sam Houston Dr, Settlers Way Blvd, and Windmill St Improvements) to address localized flooding and drainage issues within the Hillstone area. Prior to finalizing, the City has requested that Quiddity perform an additional model run, **Option 4 – Alternative 4**, upsizing the proposed Windmill St. culvert from a single RCB to dual RCBs. Quiddity is to evaluate additional ponding reduction benefits and construction feasibility to determine if it is a more advantageous solution. If determined to be a better solution, Alternative 4 may be selected.

The following study tasks are proposed:

- Settlers Way and Wagon Trail / Windmill Improvements Evaluation – During the previous study phase, Quiddity was scoped to analyze improvements only within the Hillstone area of the subdivision. At the request of the City, Quiddity completed work outside of scope by providing a benefits evaluation for additional alternatives located along Settlers Way and Windmill/Wagon Trail and documented the final reductions in ponding depth for the selected improvements. This work was completed and presented in the drainage study.
- Updates to model based on survey completed during Preliminary Phase

- Quiddity will analyze an Option 4 – Alternative 4, not completed in the original study. This analysis will provide sizing for dual RCB's in lieu of a single RCB along Windmill and provide the benefits.
- Quiddity will prepare a finalized drainage study with the recommended design option (Alternative 3 or 4) and benefits based on the additional analysis. Any design revisions required due to field conditions will be noted.
- Quiddity will perform Quality Control on the model, study, and respond to comments.
- During the Design Phase, we will provide additional hydraulic modeling for any design revisions that may differ from Infoworks model. These may include details such as storm sewer sizes and connector sizing which may change due to ROW restrictions or utility conflicts.

Deliverables: Finalized Technical Memo (*Original Technical Memo submitted in Conceptual Phase*)

3. Design Phase

- A. The Consultant shall prepare design deliverables as outlined on the Submittal Checklist. The checklist is subject to change through the delivery of the project.
- B. 30% Design Submittal
 1. Plans (In PDF Format) (See Submittal Checklist)
 2. Construction Cost Estimate
 3. KMZ of project, including survey features, alignment, ROW, TCP, drainage, utilities, etc.
 4. Utility Conflict Table and Exhibits
- C. 60% Design Submittal
 1. Resubmit complete, bid ready plans with comments resolved (In PDF Format) (See Submittal Checklist)
 2. Construction Cost Estimate
 3. Comment Response Matrix
 4. KMZ of project, including survey features, alignment, ROW, TCP, drainage, utilities, etc.
 5. Utility Conflict Table and Exhibits
- D. 90% Design Submittal
 1. Resubmit complete, bid ready plans with comments resolved and sealed by a Professional Engineer (In PDF Format) (See Submittal Checklist)
 2. Construction Cost Estimate
 3. Construction Duration Estimate
 4. Comment Response Matrix
 5. KMZ of project, including survey features, alignment, ROW, TCP, drainage, utilities, etc.

Project Name: Hillstone Drainage Modifications
City Project Number: CIP CDR2505
Prime Consultant: Quiddity Engineering
Contract Type: Lump Sum

ATTACHMENT A

6. Utility Conflict Table and Exhibits
 7. Regional General Permit Application
 8. Bid Documents:
 - i. Bid Form
 - ii. List of Specs
 - iii. Scope of Work
- E. 100% Design Submittal:
1. Resubmit complete, bid ready plans with comments resolved and sealed by a Professional Engineer (In PDF Format) (See Submittal Checklist)
 2. KMZ of project, including alignment, ROW, TCP, drainage, utilities, etc.
 3. CAD Files in .dwg format if requested
 4. Comment Log and Responses
 5. Construction Cost Estimate
 6. Construction Duration Estimate
 7. SWPPP Report including Small Construction Site Notice and STEERS NOI (if applicable)
 8. Geotechnical Report
 9. Utility Conflict Table and Exhibits
 10. Bid Documents:
 - i. Bid Form
 - ii. List of Specs
 - iii. Scope of Work
 11. Obtain utility signatures & agency approvals
 12. Permitting Approvals
 13. Environmental Jurisdictional Limits Report (if required)

Deliverables: Design Drawings and additional documents stated above

4. Bid Phase

- A. The Consultant shall support the City during the bidding of the project. Tasks include:
1. Post construction documents on a City approved bidding platform, OpenGov.
 2. Attend the Pre-Bid Meeting and answer bidder questions.
 3. Issue addenda for clarifications to the plans and specifications.
 4. Attend bid opening.
 5. Tabulate and review all bids received and assist with evaluating the bids.
 6. Assist in determining the qualifications and acceptability of prospective contractors, subcontractors, and suppliers.
 7. Prepare a Recommendation of Award.
 8. Upon award of a contract, assist with the execution, assembly, and distribution of the Conformed Project Manual, which includes the construction contract documents for the Project.

Deliverables: Bid Tabulation, Recommendation of Award, Conformed Project Manual

5. Construction Phase (FUTURE CONTRACT)

ADDITIONAL SERVICES

6. Utilities/(SUE)

Utility Coordination

- A. Consultant will coordinate the details of the project with external parties to identify and clear utility conflicts. In addition, the consultant will coordinate with the City of Sugar Land Real Property group on their efforts with the private utility owners.
1. Obtain utility maps as needed and prepare a contact list with information for the companies affected by the project. Contact information should include: company name, contact person, telephone numbers, emergency contact number, email address, information about the utility (size, number, material, other identifying information).
 2. Provide initial project notification letters to all affected utility companies, owners, and other concerned parties.
 3. Identify potential conflicts, prepare exhibits, and coordinate with the utility companies to verify and begin relocation efforts as needed. Provide a concept plan based on conflicts identified from the SUE base files
 4. Meet regularly with utility companies to coordinate the design, schedule, and utility relocation requirements, tracking permit progress. Prepare meeting agenda and notes for all meetings.
 5. Review proposed utility adjustment plans and relocation schedule for compliance with the project, updating the schedule as an action item to each utility meeting. Provide monthly progress reports that correspond to progression of the utility schedule..
- B. Provide SUE Level D per ASCE SUE Guidelines for privately owned utilities.

1. Obtain utility maps from Comcast, CenterPoint Energy, and AT&T.

C. Prepare utility conflict table.

Deliverables: Notification Letters, Meeting Agenda and Minutes, Exhibits, Contact List

Level A SUE (\$/pothole).

Depth Range of Test Hole	Test Hole Unit Rate (EA) per Depth Range
0' – 5'	\$1700
5' – 8'	\$2100
8' – 15'	\$2200
15'- 20'	\$2500

- A. Quality Level A SUE may be authorized when needed. The non-destructive test hole excavations will obtain top of pipe elevations and will include backfill of the hole. The Consultant will coordinate site access with the City and obtain a no cost ROW permit from the City, as well any other respective easement representatives and conduct advance planning with the owner’s representative(s). Test holes will be surveyed.
1. Provide exhibit of proposed location(s) for City approval prior to field activities.
 2. Contact 811 prior to performing work.
 3. Perform work according to City and ASCE SUE Guidelines - <https://www.fhwa.dot.gov/programadmin/asce.cfm>.
 4. Provide all traffic control, labor, and equipment for the Traffic Control Plan (TCP) while performing field services in compliance with the regulations of the most recent edition of the "Texas Manual on Uniform Traffic Control Devices" and City Standards.

Deliverables: Signed, sealed, and dated Level A SUE Exhibit and layout; CAD files (if requested)

Level B SUE (\$/LF/Facility)

Designation level of effort is represented hourly per Phase utilizing a SUE Manager, Field Technician and Senior Field Technician under Project Engineering and Management oversight. This activity includes the updating of the SUE base map that will represent designated utility line work by SUE Quality Level B symbology.

- A. Provide utility designation, which is collected using geophysical equipment operated from the surface to designate the locations of underground utilities.
1. Provide all traffic control, labor, and equipment for the Traffic Control Plan (TCP) while performing field services in compliance with the regulations of the most recent edition of the "Texas Manual on Uniform Traffic Control Devices" and CITY Standards.

2. Perform work according to City guidelines and ASCE SUE Guidelines - <https://www.fhwa.dot.gov/programadmin/asce.cfm>.

Deliverables: CAD files (AutoCAD .dwg format); Signed, sealed, and dated Level B SUE layouts. The facilities should be marked out and recorded on the map and included with plan documents

~~Structural~~ (N/A) (Only structural work completed will be junction boxes and included under design phase)

7. Survey

- A. All surveying activities and deliverables performed by and or for the City shall be performed in accordance with the most current laws and minimum standards of practice as promulgated by the Texas Board of Professional Engineers and Land Surveyors (TBPELS). This document shall not reduce or minimize state laws in any way. TBPELS minimum standards of practice shall be applicable wherein this document does not cover scoped work.
- B. Survey deliverables shall meet City requirements and guidelines set forth in The Texas Society of Professional Surveyors (TSPS) Manual of Practice for Land Surveying in the State of Texas, The TSPS Manual has developed various categories of Land Surveying, identifying standards and specifications for each.

Existing Right-of-Way Maps

(Cat. 1B, Cond. 3)

- A. Provide deed research to determine existing rights-of-ways throughout the project routes.
- B. Tie in property corners and block corners to define the existing rights-of-ways.

Deliverables: , ROW will be shown within plan documents and CAD will be provided to City.

Topographic Survey

(Cat. 6, Cond. 1)

- A. Perform topographic survey for 4,000 linear feet with all intersections along this route, and for additional side streets as noted:
 1. Hillstone Dr
 2. Flintrock Ln.
 3. Sam Houston Dr.
 4. Windmill St.
 5. Mesquite Dr.
- B. Perform topographic survey at the following intersections for traffic signals:
 1. Hillstone Dr. and Whetrock Ln.
 2. Hillstone Dr. and Millrock Cir.
 3. Hillstone Dr. and Flintrock Ln

4. Flintrock Ln. and Sam Houston Dr.
 5. Sam Houston Dr. and Settlers Way Blvd (east side)
 6. Settlers Way Blvd. and Windmill Dr. (west side)
 7. Windmill Dr. and Mesquite Dr.
- C. Survey to include 25 feet outside of the existing/proposed right-of-way and up to 60 feet outside right-of-way for objects (obstructions), except those that are behind brick walls and buildings.
- D. The Consultant will also complete survey slab elevation survey for homes along the project limits. This will require the City to communicate with residents prior to the consultant completing this work.
- E. Establish elevations and locations of physical features including buildings, structures, signs, power poles, curbs, driveways, water meters, manholes, pedestals, sprinklers, ponds, light poles, etc. within the proposed and existing right-of-way. Overhead crossing utilities shall be limited to the low chord elevation.
- F. Provide pipe flow line elevations, size, material and directions of all sanitary sewer lines, storm sewer lines and driveway culverts. Top of rim or top of grate and flow line elevations shall be recorded on all inlets, manholes and drainage structures.
- G. Locate Ornamental trees or Landscape trees with a diameter of 4" and larger shall be located. Wooded/brushed areas shall be limited to an outlined area only. No Individual Trees shall be located on natural vegetation areas.
- H. Provide SUE Level C per ASCE SUE Guidelines
1. Perform Texas One Call for underground utility locations to mark utilities within the existing right-of-way and existing easements within the take area.
 2. Locate markings provided by One-Call and "visible" utilities within 25 feet of the proposed and or existing right-of-way.
 3. Include locations of electrical risers as a CAD callout and layer in the survey deliverable.
- I. Provide SUE Level D per ASCE SUE Guidelines
1. Obtain utility maps from other utilities not limited to waterline, sewer, MUD, pipelines
- J. Locate utility markings or test holes provided by SUE providers.
- K. Locate soil borings.
- L. Provide all traffic control, labor, and equipment for the Traffic Control Plan (TCP) while performing field services in compliance with the regulations of the most recent edition of the "Texas Manual on Uniform Traffic Control Devices" and City Standards.
- M. Attend Field Topo Verification Meeting to visibly check that all topo items are currently located as per the field notes. Objectives to be achieved during the field topo verification meeting include impacts that could affect the alignment alternatives have on the Right of Way, existing structures such as signals, utilities, and property, environmental impacts and impacts to existing and proposed improvements.

Deliverables: CAD files (AutoCAD .dwg format) along with ASCII point file, DTM with 1-foot contours and TIN file and XML file with break lines; 22"x34" 1" = 20' survey sheets (Included in PDF format)

Control

- A. Horizontal Survey Control shall be referenced to the Texas State Plane Coordinate System, South Central Zone, NAD83.
- B. Vertical Control shall be based on the nearest existing Fort Bend Reference Marker, NAVD 1988, 2001 Adj.
- C. Provide adequate number of control points that are set and recoverable.
- D. Request information from the City for directions on tying controls to adjacent projects.

Deliverables: Survey Control Map and three-point sketches, signed and sealed by a Texas RPLS

(Cat. 6, Cond. 1)

- A. Cross sections shall be obtained at 100 feet intervals along the detention pond and shall extend 25 feet beyond the existing right-of-way lines and 60 feet for Structures as applicable.
- B. Survey to include 25 feet outside of the right-of-way and up to 60 feet outside right-of-way for objects (obstructions), except those that are behind brick walls and buildings.
- C. Establish elevations and locations of physical features including buildings, structures, signs, power poles, curbs, driveways, water meters, manholes, pedestals, ponds, light poles, etc. within the proposed and existing right-of-way. Overhead crossing utilities shall be limited to low chord elevations.
- D. Perform Texas One Call for underground utility locations to mark utilities within the existing right-of-way and existing easements within the take area.
- E. Obtain utility maps from CenterPoint Energy and AT&T.
- F. Locate markings provided by One-Call and "visible" utilities within 25 feet of the proposed and or existing right-of-way.
- G. Provide pipe flow line elevations, size, material and directions of all sanitary sewer lines, storm sewer lines and driveway culverts. Top of rim or top of grate and flow line elevations shall be recorded on all inlets, manholes and drainage structures.
- H. Locate Ornamental trees or Landscape trees with a diameter of 4" and larger shall be located. Wooded/brushed areas shall be limited to an outlined area only. No Individual Trees shall be located on natural vegetation areas.
- I. Locate soil borings.
- J. Horizontal control shall be referenced to the Texas Coordinate System, South Central Zone, North American Datum 1983 (2011 Adjustment) as processed against NGS CORS and Leica Smartnet Network.
- K. Vertical control shall be established and referenced to the North American Vertical Datum (NAVD) 1988 (2001 adjustment) as established by local Fort Bend County Reference Marks.
- L. City of Sugar Land benchmarks system will be utilized and referenced
- M. Establish survey baselines and temporary benchmarks.

Deliverables: CAD files (AutoCAD .dwg format) along with ASCII point file, DTM with 1-foot contours and TIN file and XML file with break lines; 22"x34" 1" = 20' survey sheets; signed, sealed, and dated Control Maps with three-point reference drawings. (Included in PDF Format)

8. Geotechnical Investigations

A. Field Investigation

1. Submit soil boring layout for approval.
2. Obtain utilities clearance for all the boring locations. The Consultant will coordinate site access with the City and obtain a no cost ROW permit from the City.
3. Provide all traffic control, labor, and equipment for the Traffic Control Plan (TCP) while performing field services in compliance with the regulations of the most recent edition of the "Texas Manual on Uniform Traffic Control Devices" and City Standards.
4. Core the existing pavement and determine the existing pavement thickness at selected locations.
5. Follow the guidelines in [City of Sugar Land Design Standards](#)
6. Boring and Sampling:
 - i. 4 soil borings spaced 425 feet to a depth of 20 feet for concrete pavement and storm sewer recommendations.
 - ii. 4 soil borings spaced 450 feet to a depth of 25 feet for concrete pavement and storm sewer recommendations.
7. Install 8 piezometers to monitor steady state water level measurements.
 - i. Short-term, depth-to-water measurements will be made in each of the open boreholes shortly after first encountering groundwater. The subconsultant will wait for 30 minutes to record further rise in water level.
8. Piezometers shall be abandoned in accordance with TCEQ Rules. Follow City guidelines for preferred methodology and additional criteria. Clean boring sites along the developed right-of-way by removing cuttings and mud and other debris. Fill ruts or pits in the ground to original conditions and elevation.

B. Laboratory Testing

1. Laboratory testing shall be conducted in general accordance with the corresponding ASTM standards and per City guidelines.
2. Perform Engineering analyses to develop geotechnical recommendations for:
 - i. Description of field and laboratory testing programs
 - ii. Generalization of soil conditions, stratigraphy, and groundwater levels
 - iii. Lateral pressures on storm sewers, including effects of surcharge loads
 - iv. Suitable erosion/scour protection around the outfall structure
 - v. Bedding and backfill requirements below and around the storm sewers and outfall structure
 - vi. Evaluation of bottom stability (bottom "blow-up" analysis) during excavation for the storm sewers
 - vii. Assessment of dispersive nature of soils and recommendations for addressing dispersive soils, if encountered
 - viii. Evaluation of suitability of onsite soils for re-use onsite as subgrade and/or select fill
 - ix. Requirements for control of groundwater and surface water during installation of the storm sewers
 - x. Specification of import select fill, cement stabilized sand, and granular material

- xi. Anticipated soil conditions at the base of excavations for the storm sewer to be installed using open-cut and/or micro-tunneling methods including the need for stabilization of the base, and appropriate bedding and backfill requirements
- xii. OSHA soil type classifications pertaining to trench shoring and bracing design
- xiii. Rigid paving: pavement thickness, minimum steel reinforcing, and Lime Series tests with recommended sub grade treatment.

C. Reconnaissance Fault Study

1. All projects requiring a geotechnical investigation shall include a reconnaissance fault study to evaluate the potential for known active faults that may impact the project. If the project is part of a larger tract for which a reconnaissance fault study is available, the results of the study on the larger tract may satisfy this requirement.

D. Report

1. Submit a final geotechnical report in accordance with City Guidelines.
2. All boring log locations are to be catalogued in the City of Sugar Land Geotechnical Data Portal as requested by the City Project Manager.

Deliverables: Geotechnical Report, Geotechnical Data Portal input

~~Drainage Report~~(N/A) (SEE PER/STUDY PHASE, Update to conceptual design phase memo)

9. Environmental

Wetland Delineation and Approved Jurisdictional Determination

- A. Biologists shall prepare a Wetland Delineation Report for the proposed ROW, detention pond sites, channel improvements, and outfalls. Project area shall be delineated using the 1987 Corps of Engineers Wetlands Delineation Manual, Atlantic and Gulf Coastal Plain Regional Supplement, and appropriate Regulatory Guidance Letters (RGLs). Field data shall be collected following the current USACE - Galveston District's Standard Operating Procedures concerning global positioning system (GPS) surveys. Non-wetland waters (e.g., streams, bayous, drainage channels, etc.) shall be identified and delineated by locating the ordinary high-water mark or the high tide line. Consultant will submit the delineation report to the USACE for verification and jurisdictional determination on behalf of the City. Field verification of the wetland delineation report may be required by USACE. A Wetland Biologist will attend this field meeting with USACE and the City, and make report revisions as directed by the USACE PM.

Deliverables: Environmental Due Diligence and Permitting Summary Report

- A. Biologists shall evaluate the proposed project area to determine whether it contains any habitats suitable to support federally or state listed threatened and endangered (T&E) species. Prior to going into the field, the biologist shall review U.S. Fish & Wildlife Service's Information for Planning and Consultation (iPaC) and Texas Parks and Wildlife's Rare, Threatened, and Endangered Species of

Texas to determine habitat needs. No species-specific presence/absence surveys are proposed as part of this scope of work.

Deliverables: Environmental Due Diligence and Permitting Summary Report

Cultural Resources Desktop Analysis

- A. Professional Archeologists shall conduct background review identifying recorded historical and archeological sites within and around the project corridor-based records obtained from the Texas Archeological Research Laboratory (TARL) and the Texas Historical Commission (THC). All archeological properties listed on the National Register of Historic Places (NRHP) and the State Archeological Landmarks (SAL) shall be identified. The background review shall include recommendations regarding the need for an intensive cultural resources survey. Consultant will submit the CR Desktop Survey to THC for review and concurrence on behalf of the City.

Deliverables: Draft Cultural Resources Desktop Analysis; Constraints Map; THC Consultation

SUPPLEMENTAL

1. Guidelines and Specifications

The Consultant shall adhere to the guidelines and criteria approved by the City. The guidelines and criteria supersede the contents of this scope of work and any deviations require the approval of the City Engineer.

- [The Texas Manual on Uniform Traffic Control Devices](#)
- [City of Sugar Land Construction Specifications](#)
- [City of Sugar Land Design Standards](#)
- [City of Sugar Land Construction Details](#)
- [City of Sugar Land Approved Products List and Product Application](#)
- [City of Sugar Land Traffic Impact Analysis Guidelines](#)

2. Exclusions and Assumptions

A. Exclusions

1. **PHASE II – SETTLERS WAY BLVD. WILL NOT BE COMPLETED**

B. Assumptions

1. **DESIGN PHASE (30%, 60%, 90%, 100%) ASSUMES OPTIONS 4 – ALTERNATIVE 3 AS THE SELECTED DESIGN OPTION.**
2. **CITY OF SUGAR LAND WILL RELOCATE AND ADJUST UTILITIES AS NECESSARY DURING CONSTRUCTION IN LIEU OF REDESIGNING DURING THE DESIGN PHASE.**

Project Name: Hillstone Drainage Modifications
City Project Number: CIP CDR2505
Prime Consultant: Quiddity Engineering
Contract Type: Lump Sum

ATTACHMENT A

3. Submittal Checklist

The provided submittal checklist is intended as a guide and does not represent an exhaustive list of all necessary submittals required for successful completion of the work. The Consultant is responsible for identifying and providing all submittals, regardless of their inclusion or omission from the submittal checklist, that are necessary to fully satisfy the requirements of the bid documents and ensure proper execution of the project.

Sheet	30%	60%	90%	100%
GENERAL				
Cover Sheet	●	●	●	●
Index Sheet	●	●	●	●
Project Layout	●	●	●	●
General Notes	●	●	●	●
Quantity Summary Sheets		●	●	●
Proposed Typical Sections	●	●	●	●
Existing Typical Sections	●	●	●	●
SURVEY				
Survey Control Maps	●	●	●	●
Horizontal Data Sheet	●	●	●	●
DRAINAGE				
Drainage Area Maps	●	●	●	●
H&H Calculations	●	●	●	●
Outfall Plan and Profile & Culvert Layouts	●	●	●	●
ROADWAY				
Demolition & Clearing and Grubbing Layout	●	●	●	●
Plan and Profile (P&P) Sheets	●	●	●	●
Intersection Grading Layouts		●	●	●
Pipeline Crossing P&P Sheets		●	●	●
Driveway Summary		●	●	●
BRIDGE				
Bridge Layout	●	●	●	●
Bridge Typical Section	●	●	●	●
Bearing Seat Elevations		●	●	●
Foundation Layout & Details		●	●	●
Abutment Details		●	●	●
Bent Details		●	●	●
Framing Plan		●	●	●
Slab Plan & Section Details		●	●	●
Beam Design & Details		●	●	●
Bridge Deck Drainage Details		●	●	●
Bridge Boring Logs		●	●	●
Approach Slab Details		●	●	●
Bridge Standards		●	●	●
Bridge Specifications		●	●	●

Sheet	30%	60%	90%	100%
RETAINING WALL				
Retaining Wall Layout	●	●	●	●
Retaining Wall Boring Logs		●	●	●
TRAFFIC				
Traffic Control Plan		●	●	●
Signing and Pavement Markings		●	●	●
Basis of Estimate		●	●	●
Existing Conditions Layout		●	●	●
Proposed Traffic Signal Layout including Wiring Chart		●	●	●
Proposed Traffic Signal Elevations		●	●	●
Signal Standard Details and Specifications		●	●	●
Traffic Signal Notes		●	●	●
Wireless Communication Survey		●	●	●
ENVIRONMENTAL				
Storm Water Pollution Prevention Plans		●	●	●
Tree Protection Plan		●	●	●
PUBLIC UTILITY FACILITIES				
Process Flow Diagrams		●	●	●
Piping Diagrams		●	●	●
Hydraulic Profile Diagrams		●	●	●
Instrumentation Diagrams		●	●	●
Standard Details		●	●	●
Site Plan		●	●	●
Demolition Plan		●	●	●
Construction Phasing		●	●	●
Odor Control Sheets		●	●	●
Pump Curves		●	●	●
MECHANICAL				
Demolition Plan		●	●	●
Proposed Plan and Profile		●	●	●
Standard Details		●	●	●
ELECTRICAL				
Notes, Legends, and Schedules		●	●	●
Site Layout		●	●	●
One Line Diagram		●	●	●
Control Diagram		●	●	●
Instrumentation Diagram		●	●	●

Sheet	30%	60%	90%	100%
Standard Details		●	●	●
WATER & WASTEWATER				
Design Calculations		●	●	●
Plan and Profile (P&P) Sheets	●	●	●	●
Standard Details		●	●	●
PARKS				
Submittals vary based on the scope		●	●	●
FACILITIES				
Submittals vary based on the scope		●	●	●
MISCELLANEOUS				
Standard Details (to be placed at the end of each respective section)	●	●	●	●
Earthwork Calculations		●	●	●
Roadway Cross Sections		●	●	●
Right of Way Maps	●	●	●	●
Soil Boring Logs	●	●	●	●
Bid Form			●	●
Bid List of Specs			●	●
Bid Scope of Work			●	●
Sheet	30%	60%	90%	100%

PROJECT NAME: HILLSTONE DRAINAGE MODIFICATIONS
 COSL PROJECT NUMBER: CIP CDR2605
 METHOD OF PAYMENT: LUMP SUM

PROFESSIONAL SERVICES LEVEL OF EFFORT
CITY OF SUGAR LAND

Task Number	Task Description	Estimated Manhours						PRIME LABOR COSTS	Sub Consultant Labor Costs	Sub Consultant Total Hours	SUBTOTAL LABOR HRS	SUBTOTAL LABOR COSTS
		Prof Eng VI Principal	Prof Eng V Quality Control	Prof Eng IV Senior Project Manager	Prof Eng III Project Manager	Prof Eng II Project Engineer	Prof Eng I Project Engineer					
	Hourly Rates Based on Rate Schedule in Contract	\$ 315.00	\$ 265.00	\$ 275.00	\$ 250.00	\$ 220.00	\$ 195.00					
Task 1	Project Management											
	Project Management (General)			32								106 \$ 25,080.00
	Protect/Update Measurements & Meeting Minutes (Biweekly est. 3 months)			18								90 \$ 19,800.00
	Subconsultant Management (Survey, Geotechnical and SUE)			18								70 \$ 16,390.00
	HOA, School District, Homeowners Public Engagements (meetings, preparation and communication)	4										44 \$ 9,620.00
	Site Visits			8								16 \$ 3,960.00
	Subtotal Hours - Task 1	4	0	84	0	204	0	34				326 \$ 74,850.00
	Subtotal Cost - Task 1	\$ 1,260.00	\$ -	\$ 23,100.00	\$ -	\$ 44,880.00	\$ -	\$ 5,810.00				\$ 74,850.00
Task 2	Preliminary Engineering Report/ Study Phase											
	Updates to existing conditions model based on survey			10								36 \$ 8,470.00
	Settlers Way and Wagon Trail/Windmill improvements evaluation	1		20								197 \$ 43,535.00
	Proposed Alternative Improvements Evaluation (1 additional alternative)			6								23 \$ 5,435.00
	Proposed Option 4 - Alternative 4 (Dual culverts along Windmill)			1								30 \$ 7,330.00
	Update existing Drainage Study with proposed design options	1		4								13 \$ 3,575.00
	GAQC of Models and Study	1		2								19 \$ 4,585.00
	Address Comments & Finalize Study	1		2								68 \$ 16,420.00
	Drainage Support for Design	3		39		99		120				386 \$ 89,350.00
	Subtotal Hours - Task 2	3	39	268	0	272	120	0				\$ 89,350.00
	Subtotal Cost - Task 2	\$ 945.00	\$ 10,335.00	\$ 26,950.00	\$ -	\$ 27,720.00	\$ 23,400.00	\$ -				
Task 3	Design Phase											
Task 3A	30% Preliminary Design											
	Data Review, Soils Report, As-Built, Drainage Study			2								12 \$ 2,310.00
	Preliminary storm sewer design and manhole placement			8								92 \$ 17,380.00
	Alignment plan and profile sheets			12								60 \$ 11,000.00
	Alignment inspection with the City	4										18 \$ 3,960.00
	Preliminary traffic control and replacement layout			4								16 \$ 3,575.00
	Preliminary traffic control plan	1										69 \$ 12,895.00
	Preliminary detour plan			1								69 \$ 12,895.00
	Preliminary public utility relocation design	2										110 \$ 21,130.00
	Engineer's Opinion of Construction Cost			4								24 \$ 4,840.00
	Utility Conflict Spreadsheet (review of subconsultants with design)			4								12 \$ 2,200.00
	GAQC	4		24								64 \$ 15,540.00
	Engineer's Opinion of Construction Cost	2										31 \$ 6,145.00
	Conceptual Preliminary Design Meeting with City	1										8 \$ 1,950.00
	Subtotal Hours - Task 3A	15	24	56	0	132	68	366				663 \$ 129,725.00
	Subtotal Cost - Task 3A	\$ 4,725.00	\$ 6,360.00	\$ 15,950.00	\$ -	\$ 29,040.00	\$ 13,260.00	\$ 60,390.00				
Task 3B	60% Submittal (Phase I & III Plans)											
	Address CoSL preliminary design storm sewer comments			8								64 \$ 12,320.00
	Address CoSL preliminary design pavement comments			8								76 \$ 14,660.00
	Address CoSL preliminary utility relocation comments			8								76 \$ 14,660.00
	Plans:											
	CoSL Cover Sheet/Index of Drawings			2								10 \$ 1,980.00
	General Construction Notes			2								10 \$ 1,980.00
	Site and Construction Access Plans			2								32 \$ 5,730.00
	Typical Sections			2								24 \$ 4,410.00
	Project Utility Map			2								20 \$ 3,750.00
	Plan and Profile Sheets (est. 8 sheets)			8								28 \$ 5,180.00
	Plan and Profile Sheets (for sewer interconnects, est. 6 sheets)			6								12 \$ 2,370.00
	Roadway removal and replacement sheets (est. 8 sheets)			8								12 \$ 2,370.00
	Slipping Plan (est. 8 sheets)			8								120 \$ 21,640.00
	Traffic control plan (TCP) layout			2								28 \$ 5,300.00
	TCP Typical Sections			2								18 \$ 3,190.00
	Traffic Control Plan Sheets			4								18 \$ 3,190.00
	Traffic Control Plan Detail Plan			16								52 \$ 9,500.00
	Junction Box Structural Sheets (est. 4 sheets)			4								52 \$ 9,500.00
	Standard CoSL Details/Special Details	8		32								120 \$ 22,760.00
	SWPPP Plans/Details			2								21 \$ 3,815.00
	Utility Relocation Design											
	Plan and Profile Sheets	4										120 \$ 23,400.00
	Detail Sheets	4										84 \$ 17,220.00
	Standard details	1										7 \$ 1,470.00
	QA/QC											
	Storm Sewer			16								28 \$ 7,320.00
	Roadway removal and replacement			8								24 \$ 6,180.00
	Utility Relocations			8								20 \$ 5,100.00
	Additional Items											
	Preparation of Construction Cost	1										31 \$ 6,145.00
	Utility Conflict Spreadsheet w/ Contact Information (review of subconsultant)			2								9 \$ 1,715.00

PROJECT NAME: HILLSTONE DRAINAGE MODIFICATIONS
 COSL PROJECT NUMBER: CIP CDR2605
 METHOD OF PAYMENT: LUMP SUM

PROFESSIONAL SERVICES LEVEL OF EFFORT
CITY OF SUGAR LAND

PRIME: QUIDDITY ENGINEERING, LLC

Task Description

Hourly Rates Based on Rate Schedule in Contract \$

Task Number	Task Description	Estimated Manhours										PRIME LABOR COSTS	Sub Consultant Labor Costs	Sub Consultant Total Hours	SUBTOTAL LABOR HRS	SUBTOTAL LABOR COSTS	
		Prof Eng VI Principal	Prof Eng V Quality Control	Prof Eng IV Senior Project Manager	Prof Eng III Project Manager	Prof Eng II Project Engineer	Prof Eng I Project Engineer	Grad Eng II EIT Designer	PRIME LABOR HRS	PRIME LABOR COSTS	Sub Consultant Labor Costs						Sub Consultant Total Hours
	Preliminary Design Comment response log	18	36	105	48	161	268	754	8	10	1,760.00				10	\$	1,760.00
	Subtotal Hours - Task 3B														1390	\$	2,668,175.00
	Subtotal Cost - Task 3B	\$ 5,670.00	\$ 9,540.00	\$ 28,875.00	\$ 12,000.00	\$ 35,420.00	\$ 52,260.00	\$ 124,410.00			\$ 268,175.00					\$	268,175.00
Task 3C	90% Submittal (Phase I & II Plans) Compile COSL 60% review comments Meeting with CoSL to discuss comments Plans: CoSL Cover Sheet/Index of Drawings General Construction Notes Site and Construction Access Plans Typical Sections Project Vicinity Map Plan and Profile Sheets (est. 8 sheets) Cross-Sections (for storm sewer interconnects, est. 6 sheets) Roadway removal and replacement sheets (est. 6 sheets) Striping Plan (est. 6 sheets) Traffic control plan (TCP) layout TCP Typical Sections Traffic Control Plan Drawings Traffic Control Plan Detail Sheets (est. 4 sheets) Interconnect Detail Sheets (est. 4 sheets) SWPPP Plans/Details SWPPP Plans/Details Utility Relocation Design Plan and Profile Sheets Detail Sheets Standard details QA/QC Storm Sewer Roadway removal and replacement Utility Relocations Additional Items: Engineer's Opinion of Construction Cost Preliminary Bid Package Utility Conflict Spreadsheet w/ Contact Information (review of subcontractant) 60% Comment response log for all reviews Constructability Review with COSL	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	Subtotal Hours - Task 3C	13	30	67	40	90	177	443			\$ 1,678,000.00				860	\$	1,678,000.00
	Subtotal Cost - Task 3C	\$ 4,095.00	\$ 7,950.00	\$ 18,425.00	\$ 10,000.00	\$ 19,800.00	\$ 34,515.00	\$ 73,095.00			\$ 1,678,000.00					\$	1,678,000.00
Task 3D	100% Final Submittal (Phase I & II Plans) Compile COSL 90% review comments Meeting with COSL to discuss comments Plans and Documents: COSL Cover Sheet/Index of Drawings Site and Construction Notes Finalize Plans/Drawings (8 sheets) Finalize Cross-Sections (for storm sewer interconnects, est. 6 sheets) Finalize Roadway Removal and Replacement Sheets Finalize Traffic Control Sheets Finalize Detour Sheets Finalize Structure Sheets Finalize SWPPP Plans/Details Utility Relocation Design Finalize Utility Relocation Finalize specifications and details QA/QC Storm Sewer Roadway removal and replacement Utility Relocations Additional Items: Finalize Project Manual Finalize Engineer's Opinion of Construction Cost Finalize utility conflict spreadsheet 90% Comment response log for all reviews	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2
	Subtotal Hours - Task 3D	4	22	39	0	38	57	140			\$ 60,390.00				300	\$	60,390.00
	Subtotal Cost - Task 3D	\$ 1,260.00	\$ 5,830.00	\$ 10,725.00	\$ -	\$ 8,360.00	\$ 11,115.00	\$ 23,100.00			\$ 60,390.00					\$	60,390.00

PROJECT NAME: HILLSTONE DRAINAGE MODIFICATIONS
 COSL PROJECT NUMBER: CIP CDR2505
 METHOD OF PAYMENT: LUMP SUM

PROFESSIONAL SERVICES LEVEL OF EFFORT
CITY OF SUGAR LAND

PRIME: QUIDDITY ENGINEERING, LLC

Task Number	Task Description	Estimated Manhours										PRIME LABOR COSTS	Sub Consultant Total Hours	Sub Consultant Labor Costs	SUBTOTAL LABOR HRS	SUBTOTAL LABOR COSTS	
		Prof Eng VI Principal	Prof Eng V Quality Control	Prof Eng IV Senior Project Manager	Prof Eng III Project Manager	Prof Eng II Project Engineer	Prof Eng I Project Engineer	Grad Eng II EIT Designer	Grad Eng I EIT Designer	PRIME LABOR HRS	PRIME LABOR COSTS						
	Hourly Rates Based on Rate Schedule in Contract	\$ 315.00	\$ 265.00	\$ 275.00	\$ 250.00	\$ 220.00	\$ 195.00	\$ 165.00									
Task 4	Bidding Phase																
	Pre-Bid Conference (1 ea.)	1															
	RFIs and responses to contractors		4														
	Prepare Addenda as necessary		12														
	Bidding Process & Review Results/Provide Recommendations		4														
	Prepare Submittal Log		4														
	Subtotal Hours - Task 4	1	0	17	0	37	42	100									
	Subtotal Cost - Task 4	\$ 315.00	\$ -	\$ 4,675.00	\$ -	\$ 8,140.00	\$ 585.00	\$ 6,930.00	\$ 88	\$ 693	\$ 1779	\$ 4025	\$ 20,645.00	\$ -	\$ 20,645.00	\$ -	\$ 20,645.00
	SUB-TOTAL BASIC ENGINEERING HOURS	58	151	468	88	788	693	1779	4025	693	1779	4025	\$ 20,645.00	\$ -	\$ 20,645.00	\$ -	\$ 20,645.00
	SUB-TOTAL BASIC ENGINEERING COST	\$ 18,270.00	\$ 40,015.00	\$ 128,700.00	\$ 22,000.00	\$ 173,360.00	\$ 135,135.00	\$ 283,535.00	\$ 173,360.00	\$ 135,135.00	\$ 283,535.00	\$ 811,015.00	\$ 811,015.00	\$ -	\$ 811,015.00	\$ -	\$ 811,015.00
	Task 2 Additional Design (Options)																
Task 3E	Phase III of Option 4 - Alternate 4 (Dual RCBs)																
	30% Design		10														
	60% Submittal		12														
	90% Submittal		8														
	100% Final Submittal	2	2	31	0	46	42	146	267	48	146	267	\$ 51,555.00	\$ -	\$ 51,555.00	\$ -	\$ 51,555.00
	Subtotal Hours - Task 5A	2	0	31	0	46	42	146	267	48	146	267	\$ 51,555.00	\$ -	\$ 51,555.00	\$ -	\$ 51,555.00
	Subtotal Cost - Task 5A	\$ 630.00	\$ -	\$ 8,525.00	\$ -	\$ 10,120.00	\$ 8,190.00	\$ 24,090.00	\$ 10,120.00	\$ 8,190.00	\$ 24,090.00	\$ 51,555.00	\$ 51,555.00	\$ -	\$ 51,555.00	\$ -	\$ 51,555.00
Task 3F	Public Utility Adjustment Design along Windmill Dr. and Hillstone (18 Utility Relocations)																
	30% Design (Assumed 18 public utility adjustments to be solved with redesign)		8														
	60% Submittal (18 public utility adjustments)		18														
	90% Submittal (18 public utility adjustments)		8														
	100% Final Submittal (18 public utility adjustments)	2	2	26	0	56	76	114	274	10	114	274	\$ 53,730.00	\$ -	\$ 53,730.00	\$ -	\$ 53,730.00
	Subtotal Hours - Task 5B	2	0	26	0	56	76	114	274	10	114	274	\$ 53,730.00	\$ -	\$ 53,730.00	\$ -	\$ 53,730.00
	Subtotal Cost - Task 5B	\$ 630.00	\$ -	\$ 7,150.00	\$ -	\$ 12,320.00	\$ 14,820.00	\$ 18,810.00	\$ 12,320.00	\$ 14,820.00	\$ 18,810.00	\$ 53,730.00	\$ 53,730.00	\$ -	\$ 53,730.00	\$ -	\$ 53,730.00
Task 3G	Revisions																
	Unforeseen design changes/Additional design scope (~10% of total cost)	16	16	80	0	120	140	140	356	140	140	356	\$ 80,740.00	\$ -	\$ 80,740.00	\$ -	\$ 80,740.00
	Subtotal Hours - Task 5C	16	0	80	0	120	140	140	356	140	140	356	\$ 80,740.00	\$ -	\$ 80,740.00	\$ -	\$ 80,740.00
	Subtotal Cost - Task 5C	\$ 5,040.00	\$ -	\$ 22,000.00	\$ -	\$ 26,400.00	\$ 27,300.00	\$ -	\$ 26,400.00	\$ 27,300.00	\$ -	\$ 80,740.00	\$ 80,740.00	\$ -	\$ 80,740.00	\$ -	\$ 80,740.00
	Subtotal Hours - Task 5D	20	0	137	0	222	258	260	897	258	260	897	\$ 186,025.00	\$ -	\$ 186,025.00	\$ -	\$ 186,025.00
	Subtotal Cost - Task 5D	\$ 6,300.00	\$ -	\$ 37,675.00	\$ -	\$ 48,840.00	\$ 50,310.00	\$ 42,900.00	\$ 48,840.00	\$ 50,310.00	\$ 42,900.00	\$ 186,025.00	\$ 186,025.00	\$ -	\$ 186,025.00	\$ -	\$ 186,025.00
	SUB-TOTAL BASIC ENGINEERING HOURS (OPTIONAL)	20	0	137	0	222	258	260	897	258	260	897	\$ 186,025.00	\$ -	\$ 186,025.00	\$ -	\$ 186,025.00
	SUB-TOTAL BASIC ENGINEERING COST (OPTIONAL)	\$ 6,300.00	\$ -	\$ 37,675.00	\$ -	\$ 48,840.00	\$ 50,310.00	\$ 42,900.00	\$ 48,840.00	\$ 50,310.00	\$ 42,900.00	\$ 186,025.00	\$ 186,025.00	\$ -	\$ 186,025.00	\$ -	\$ 186,025.00



ISO 9001:2015 CERTIFIED

ENGINEERS • PLANNERS • SCIENTISTS • CONSTRUCTION MANAGERS

3 Riverway Drive, Suite 1500 • Houston, Texas 77056 • Phone 713-237-9800 • Fax 713-237-9801

November 11, 2025

Quiddity
912 S. Capital of Texas Highway, Suite 300
Austin, Texas 78746

Quiddity Authorized Representative: David Cornyn, P.E. _Project Manager

Subject: Hillstone Drainage Improvements ("Project")
KCI Proposal Number: TBD

KCI Technologies, Inc. (KCI) is pleased to submit this professional services proposal (the "Proposal") to Quiddity ("Client") for the services (the "Services") described in the Scope of Services section of this Proposal. The Proposal shall be valid for a period of six months from the date hereon. Acceptance and execution thereafter shall be conditioned on KCI's reaffirmation of the proposal.

The Proposal includes the General Provisions (see Exhibit A) and any other exhibits attached hereto. If this Proposal is accepted and executed by Client, then the General Provisions and any other exhibits along with this Proposal shall constitute a complete and legally binding contract between KCI and Client.

SCOPE OF SERVICES

This Proposal is limited exclusively to the Services as described below and anything not expressly described shall be considered expressly excluded from the Services. Any modifications to the Services made after execution of this Proposal will be Additional Services unless otherwise agreed to in writing by both parties.

KCI's understanding of the Hillstone Drainage Improvements which include Phase I and Phase III Drainage culverts of various sizes. KCI will provide Subsurface Utility Engineering (SUE) Quality Levels "D, C" under BASIC Services and, "B & A" under Additional Services as per *ASCE/UESI/CI 38-22, Standard Guideline for Investigating and Documenting Existing Utilities*. The project area and scope is shown in the attached Exhibit B and includes the following limits for Phase I and Phase III.

Location: The proposed Hillstone Drainage Improvements for this scope is located within Phase I and Phase II (See Exhibit B) Phase I (60-inch, 8x2 RCB and 8x8 RCB) is along Hillstone Drive, Flintlock Lane connecting to Sam Houston Drive an alignment estimated to be 1,690 Feet ending at Settlers Way Blvd. Phase III (7x8 dual RCB) is along Mesquite Dr and Windmill Steet from the Proposed open channel outfall to Settlers Way Blvd estimated to be 1,780 Feet. There are several other grading project areas located adjacent to the drainage project as well — Sugar Land, TX.

KCI is providing this proposed scope of work to obtain the desired SUE quality levels and upgrade the existing utility mapping information. Quality Levels B and A are shown under additional services to be completed as needed.

This Proposal is limited exclusively to the Work as described in this Scope of Services section and anything not expressly described shall be considered expressly excluded from the Work. KCI proposes to perform the Work in accordance with ASCE Standards 38-22 Quality Level (QL) Standard Guidelines for the Collection and Depiction of Existing Subsurface Utility Data, which is described as follows

Quality Levels D & C

KCI will complete the mapping of utility alignments under BASIC services as follows:

- Obtain Quality Level “D” as-built/record drawings from Utility Owners
- Identify and record surface appurtenances for water/wastewater utilities, i.e. manholes, valves, hydrants, etc.
- If a Utility Feature has an access cover or lid to a structure (e.g., vault, chamber, pull box) that likely harbors a larger horizontal structure underneath them, such as chambers, vaults, or manholes, KCI will remove the lid to allow for confirmation of the Anchor Point and Attributes of the utilities in the structure to qualify any contiguous Utility Segments as QLC by opening the cover or lid, documenting the positional relationship of the Utility Segment to the structure, document the dimensions of the structure if larger than the cover or lid. If the cover or lid cannot be removed, the Utility Segment attached to the Anchor Point can only be called QLD.
- QA/QC Designation field sketch against Quality Level “D” as-built/record drawings.
- Coordinate with the Quiddity surveyor as needed for collection of Designating reference points and surface utility appurtenances.

SUE Quality Level B- Additional Services

- Set the appropriate traffic control devices or if required coordinate with a local traffic control provider to produce traffic control plans and secure traffic permits from local jurisdiction(s).
- Quality Level “B” Designation efforts will be performed with electromagnetic (EM) detection equipment. The use of EM devices can produce positive results when target utilities are of conductive (metallic) material.
- For Quality Level “B” Designation efforts of nonconductive materials such as PVC, Asbestos Cement, Terracotta, and Plastic pipes. SUE technicians will insert a flexible conductive rod or fish-tape into the pipe that will provide the opportunity to designate utilities of non-conductive nature.
- Where KCI is unable to attain Quality Level B, subsurface utilities will remain categorized as Quality Level D based on Utility records.
- Produce electronic field sketch (not to scale) of utilities detected and surface facilities which will include all accessible manhole lids open as EM access points.

SUE Quality Level A- Additional Services

KCI will complete up to ten (10) test holes in Phase I and ten (10) test holes in Phase III via vacuum excavation methods at the locations provided in Exhibit A (Client file) or to be determined later.

KCI will complete the test hole work as follows:

- Set the appropriate traffic control devices or if required coordinate with a local traffic control provider to produce traffic control plans and secure traffic permits from local jurisdiction(s).

- Layout trenching locations in the field using various pieces of geophysical locating equipment and processes, i.e. electromagnetic, ground penetrating radar, asbuilt plans, etc.
- Contact Texas 811 service 48 hours before any excavation.
- If required, removal of pavement and concrete surfaces will be accomplished by use of a 10” diameter core drilling process.
- Use air or water vacuum excavation methods to excavate and expose targeted utility.
- Record utility data: type, depth, approximate size and material as readily obtainable. If the utility is a duct bank or encased, KCI will attempt to record top, width and configuration data.
- Backfill test holes located in natural ground or sidewalk with native material excavated from the hole and compacted with a manual tamper.
- Restoration of test holes within pavement/concrete core drilled surfaces will be accomplished using Utilicor Technologies; Utilibond™ bonding agent.
- Restoration of test holes within asphalt pavement surfaces will be finished by placing cold mix asphalt.
- Coordinate with the KCI surveyor as needed for collection of test hole reference points.

DELIVERABLES

A utility investigation report, signed and sealed, will be delivered per ASCE 38-22. The report will include the following:

- A SUE plan that depicts the QLD/QLC utility mapping resulting from the completed record research and field investigation, and upon request of Additional Services, QLB as well as the QLA Test Hole data.
- Methods used to collect and depict subsurface utility information.
- A utility conflict list and contact list of utility owners or other entities providing utility information within the project limits and the results of the contact. Alignment and drainage design data provided by Quiddity used for location and conflict description.
- Utilities surveyed or documented by record with type, attributes, etc.
- Problems encountered, unresolved issues, and inconclusive or conflicting information.
- Any efforts or actions taken to identify ownership of unknown utilities.

ADDITIONAL SERVICES DELIVERABLES

- Linear feet designated, the number of test holes excavated and any other pertinent information.
- Types of equipment used to collect information for Additional Services.
- A Test Hole Data Report in a Portable Document Format(.pdf) for each completed location and a combined spreadsheet including X, Y and Z coordinates. The report shall include test hole number and date of completion, approximate plan and section view (not to scale) of utility and test hole location in relationship to the existing roadway and ground surface, collected utility data: type, depth, size and material as readily obtainable, and utility photos where obtainable at exposed locations.
- Recommendation of any additional scope of work.

KCI recommends the opportunity to review the draft utility files, as prepared by others, to check that these files and resulting utility data appear consistent with the work performed by KCI.

SCHEDULE

Field services will commence within a mutually agreed upon time and upon receiving the following: test hole locations, notice to proceed from Client, receipt of any applicable encroachment / traffic control permits, and available utility records and maps from Client. KCI will notify Client of any delays due to permitting office. KCI will provide an updated schedule should delays beyond its control significantly disrupt the originally agreed upon schedule.

ASSUMPTIONS, EXCLUSIONS, AND CAVEATS FOR BASIC OR ADDITIONAL SERVICES

- Access to private properties will be coordinated by Client when necessary.
- Client to provide payment for any Permit and inspection fees.
- Work will be completed during regular business hours. If it is necessary to complete work at night, additional costs will apply.
- Utility 3D Modeling is not included in this scope of service.
- Survey is not included in this Proposal and will be provided by Client.
- Quality Levels “B” and “A” services were excluded from Basic Services in this Proposal at the request of the Client.
- If any available utility records/maps have been collected by Client, they will be provided to KCI prior to the start of the field investigation.
- Designation and test hole reference points will be surveyed by the Client using the desired project control network.
- Measurement of utility size will be completed by hand measurements and will be recorded as Nominal Pipe Size (NPS). The nominal size may not match the outside dimension of the utility but will be within the nominal size standardized dimensions.
- If pavement/concrete restoration other than the coring process previously described is required by local jurisdiction(s), KCI will notify Client prior to any services being performed and obtain approval for additional costs.
- Test hole size measurements and centerline of utility and structures over 24” are difficult to obtain due to the small size of the test hole excavation. The nominal pipe size of these larger diameter pipes/structures are considered approximate unless an additional test hole is performed, which can be done as Additional Work.
- Due to the small size of the test hole excavation, it is difficult to obtain measurement on more than one utility per test hole. KCI will obtain information on multiple utilities when possible.
- No guarantee can be made that locating the top, bottom, width and configuration of duct bank utilities or slurry/concrete encased utilities can be achieved, due to limited visual ability within standard test hole size and existing ground conditions for visual verification.
- No guarantee can be made that all utilities will be discovered and located, due to the many variables such as materials, depth, signal interference, lack of utility record information and environmental factors.
- Nonmetallic utilities such as PVC, asbestos cement, terracotta, and plastic pipes are considered nonconductive and cannot be traced with electromagnetic designating instrumentation.
- Not included in this scope are sprinkle lines, laterals, service lines under 1.75”, traffic sensor loops and private lighting (unless it has a meter).

- If removal and disposal of excavated soils to a landfill or dumpsite are required, KCI will notify Client prior to any services being performed and obtain approval for costs noted in the estimate.
- Client's project design team will select the Test Hole locations and be given to KCI all at one time and staked in the field by the Client.
- Test Hole standard bill rate is based on a maximum depth of 20.00'. If the hole exceeds 20.00' an additional fee per foot charge applies.
- Use of this service does not relieve others of their responsibility to notify Texas 811 before excavating. Texas 811 is considered no better than a portion of the SUE Quality Level "D" data and added if necessary.
- Grubbing or Clearing is not included in this proposal.
- The Service Agreement (Proposal) does not include prevailing wage rates or project labor agreements rates (PLA).
- Current standards, requirements and available information apply to this proposal.
- Standard permitting process and times to obtain are in effect.
- Scope limited to "daylighting" or "potholing" and a final data report will not be prepared at the request of the Client.

FEES AND PAYMENTS

The following fees are for the performance of the Services listed in the Scope of Services above. The fees listed in this section include Basic and Additional Services. **See Attached Exhibit C Fee Estimate**

Based upon currently available information, KCI estimates that the cost of the **Total BASIC Services will be \$49,313.00 (\$27,123.00 for PHASE I and \$22,190.00 for PHASE III). The total cost for additional services will be \$71,361.00 (\$35,843.00 for PHASE I and \$35,518.00 for PHASE III). Total Fee Estimate is \$120,674.00 for both phases and service categories.** See Exhibit C Summary for this cost estimate divided into individual cost estimates for each component of the Phase/Service.

KCI will submit monthly invoices for the Services and Additional Services rendered and the Direct Expenses and Charges incurred. Client agrees to comply with the PAYMENT terms in the General Provisions.

Records of KCI's direct labor costs pertinent to KCI's compensation will be kept in accordance with generally accepted accounting practices. Copies will be made available to Client at cost on request prior to final payment for KCI's Services.

FEES AND PAYMENTS FOR ADDITIONAL SERVICES

Fees and payments for Additional Services shall be in addition to any fees and payments for the Services and shall be billed and paid on the same fee and payment terms described for the Services or as mutually agreed upon in writing when the Additional Services are ordered by the Client.

CONCLUSION

KCI welcomes the opportunity to collaborate with Quiddity on the Hillstone Drainage Improvements SUE. The KCI point of contact ("POC") if you have questions about the Proposal, the General Provisions, or any other attachment is Kyle Jones, Regional Practice Leader, who may be contacted at either 214-808-6114 or kyle.jones@kci.com

Respectfully,



R. Kyle Jones, P.E.
Regional Practice Leader – Utility Services

Attachments: Exhibit A general provisions
Exhibit B Location Map
Exhibit C Fee Estimate

ACCEPTANCE

By signing this Proposal, you are accepting the Proposal, General Provisions, and any other attachments and, therefore, agreeing to a legally binding contract with KCI Technologies, Inc.

The person executing this contract on behalf of the Client does hereby warrant that he/she has full authority to do so. Unless otherwise identified in Clause 18, Client agrees that the person executing this contract will be the designated recipient.

This contract will go into effect as of the date of the signature below.

Please provide a copy of the signed contract to the KCI POC.

Name / Title

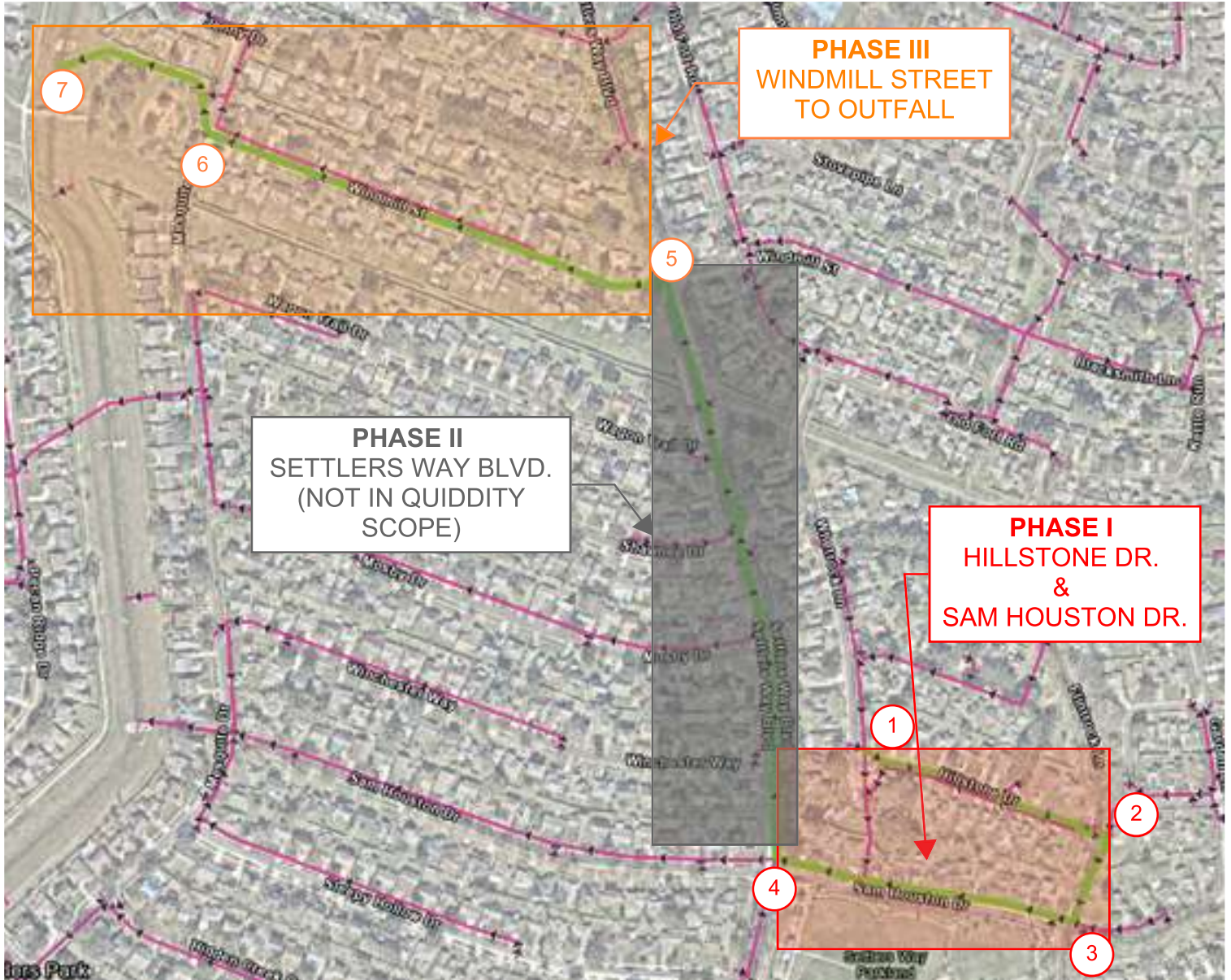
Date

"EXHIBIT C" - Compensation for Professional Services
City of Sugar Land
Standard Level C - D SUE Services w/ Additional Services (QL B - A)
Project: City of Sugar Land Hillstone Drainage Improvements

BASIC SERVICES			
PHASE I			
SUE Project Management			\$2,694.00
Utility Coordination			\$12,341.00
SUE Level D			\$7,201.00
SUE Level C			\$4,753.00
Other Direct Expenses			\$134.00
BASIC SERVICES PH I- Subtotal Level C-D SUE Cost			\$27,123.00
PHASE III			
SUE Project Management			\$2,694.00
Utility Coordination			\$12,341.00
SUE Level D			\$4,197.00
SUE Level C			\$2,824.00
Other Direct Expenses			\$134.00
BASIC SERVICES PH III- Subtotal Level C-D SUE Cost			\$22,190.00
TOTAL BASIC & ADDITIONAL SUE SERVICES			\$49,313.00
ADDITIONAL SERVICES - Construction Related			
SUE Level B: Field Work (Including All Labor & Equipment for Designation, & Engineering to complete Level B SUE)- PH I			\$12,233.00
SUE Level B: Field Work (Including All Labor & Equipment for Designation, & Engineering to complete Level B SUE)- PH III			\$11,608.00
SUE Level A: Field Work (Including All Labor & Equipment for Vacuum Excavation, Cad & Engineering to complete Level A SUE)- PH I			\$23,610.00
SUE Level A: Field Work (Including All Labor & Equipment for Vacuum Excavation, Cad & Engineering to complete Level A SUE)- PH III			\$23,910.00
ADDITIONAL CONSTRUCTION RELATED SERVICES			\$71,361.00
TOTAL BASIC & ADDITIONAL SUE SERVICES			\$120,674.00

TOTAL SERVICES for SUE and UC	\$	120,674.00
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HILLSTONE DRAINAGE IMPROVEMENTS



ALTERNATIVE 3

ALTERNATIVE 4

PHASE I

- 330 LF of 60-inch RCP
- 560 LF of 8'X2' RCB
- 800 LF of 8'x8' RCB

PHASE I

- 330 LF of 60-inch RCP
- 560 LF of 8'X2' RCB
- 800 LF of 8'x8' RCB

PHASE III

- 1,780 LF of 9'x8' RCB

PHASE III

- 3,560 LF 7'x8' RCB (dual pipes)

DEPTHS

Elevation Locations	Top of Pavement	Flowline	Depth
1	63.74	57.57	6.17
2	65.15	56.83	8.32
3	64.40	56.59	7.81
4	64.61	53.58	11.03
5	66.08	52.79	13.29
6	64.00	52.13	11.87
7	65.20	51.60	13.60

Manhour Estimate														
Task	Principal	Sr. Project Manager	Senior Engineer	Project Engineer	EIT	Senior SUE Field Tech	Field Tech	SUE Manager	RPLS Manager	Senior Survey Field Tech	CADD Technician	Admin / Clerical	Total Hours	Total Cost
Billing Rate (\$/hr)	330	270	243	210	189	142	121.5	\$145.50	\$260.00	\$132.50	\$123.50	\$93.00		
BASIC SERVICES														
I. SUE Project Management, UC & Support- PH I														
I.A. Project Management	2	2						2				2	8	\$1,677.00
Status Meetings (2) and Progress Reports		2						2				2	6	\$1,017.00
Project Management Sub Total Hours=	2	4						4				4	14	
Project Management Cost=	\$660.00	\$1,080.00						\$582.00				\$372.00		\$2,694.00
1.B. UC- PH 1														
Task Descriptions														
Utility Conflict Matrix- Tracking utility progress- Maintain Concept Plan		2	4	4	4						4	2		\$3,788.00
Utility Coordination (Kick Off and Individual Meetings with Franchises, Utilities, City of Sugar Land and Real Property Group with City Real Property Group (Up to 3 meetings))	1		8	8	8							4		\$5,838.00
Utility Adjustment Permit Tracking and Agreement Coordination when applicable		2	2	4	4							1		\$2,715.00
Utility Coordination Total- PHASE I														\$12,341.00
SUE Project Management and Support Total- PH I														\$15,036.00
II. SUE QL C and D- Phase I- Windmill St and Mesquite Dr to Outfall														
Task Descriptions														
Coordination & scheduling w/ various agencies, consultants and client's contractors		2	4					1					7	\$1,657.50
Gather utility information from a variety of sources		1	2		2			1				1	7	\$1,372.50
Research & collect applicable utility owner records			2		2						1		5	\$987.50
Creation of Quality Level D SUE CADD Utility Base Map					1						8		9	\$1,177.00
QA/QC Level D SUE		1	1		3			2					4	\$804.00
Utility Conflict Table			1					1			2		7	\$1,202.50
SUE Level D Subtotal Hours=		4	10		8			5			11	1	39	
SUE Level D Subtotal Cost=		\$1,080.00	\$2,430.00		\$1,512.00			\$727.50			\$1,358.50	\$93.00		\$7,201.00

III PHASE III- Hillstone Dr, Sam Houston Dr and Flintlock Ln													
BASIC SERVICES													
III. SUE Project Management & Support- PH III													
III.A.	Project Management	2	2								2	2	8
	Status Meetings (2) and Progress Reports	2	2								2	2	6
	Project Management Sub Total Hours=	2	4								4	4	14
	Project Management Cost=	\$660.00	\$1,080.00								\$882.00	\$372.00	\$2,494.00
III.B. UC- PH 3	Task Descriptions												
	Utility Conflict Matrix- Tracking utility progress- Maintain Concept Plan <i>Utility coordination Kick Off and Individual Meetings with Franchise Utilities, City of Sugar Land and Real Property group with City Real Property Group (Up to 3 meetings)</i>		4	4	4						4	2	20
	Utility Adjustment Permit Tracking and Agreement Coordination when applicable	1	8	8	8						4	4	29
	Utility Coordination Total- PHASE III	2	2	4	4						1	1	13
	SUE Project Management and Support Total- PH III												\$12,341.00
													\$15,035.00
III.C. QLD SUE- PH3	Task Descriptions												
	Coordination & scheduling w/ various agencies, consultants and client's contractors	1	1								1		3
	Gather utility information from a variety of sources	1	1	1							1	1	5
	Research & collect applicable utility owner records		1	1									3
	Creation of Quality Level D SUE CADD Utility Base Map		1	1							4		5
	QA/QC Level D SUE	1	1								1		3
	Utility Conflict Table		1	1							1		4
	SUE Level D Subtotal Hours=	3	5	4							4	1	23
	SUE Level D Subtotal Cost=	\$810.00	\$1,215.00	\$756.00							\$882.00	\$93.00	\$4,197.00
III.D. QL C SUE- PH 3	Task Descriptions												
	Analyze QL-D information with the topographic survey	1	1										3
	Overhead utilities with sag elevations determination	1	1								2		4
	Storm and sanitary sewer information determination using QL-D information		1	1									2
	Create composite CADD file		1	1							6		7
	SUE Sub Total Hours=	2	3	3							8		16
	SUE Level D Subtotal Cost=	\$440.00	\$729.00	\$587.00							\$885.00		\$2,824.00
III.F. PH 1	Other Direct Expenses	Quantity	Unit Costs										
	Mileage	200	\$0.67										\$134.00
	Other Expenses Total												\$134.00
													\$22,190.00

IV. Additional SUE QL A and B Services- PH I, III													
II.C. QLB SUE- PH 1	Task Descriptions												
	SUE Level B Mobilization											\$800.00	
	Designation Truck Mileage											\$200.00	
	Coordination & scheduling w/ various City, Utilities, Consultants and client's contractors	2	4				4				2	12	\$2,280.00
	Prepare Inventory/Update Conflict Table, Contact list, Owner coord	1	2	4			4				2	13	\$2,280.00
	Level B SUE: Designate tonable utilities (longitudinal & crossing), as directed (to nearest Connection Point)	2	2				4				1	23	\$3,269.00
	Field QC Submit Draft Plan, Receive & Resolve Comments Prepare final sealed sheets	1	2			8	8					16	\$2,904.00
	Traffic Control Services, Arrow Boards and Attenuator trucks (includes labor, equipment, and fuel)	1	\$500.00										\$500.00
	SUE Level B Sub Total Hours=	1	504	10		12	9	8	12		4	5	\$465.00
	SUE Level B Sub Total Cost=	\$330.00	\$136,080.00	\$2,430.00		\$2,268.00	\$1,278.00	\$972.00	\$1,746.00		\$494.00	\$465.00	\$12,233.00
II.D. QL A SUE- PH 1	Unit Costs	Quantity	Unit Costs										
	SUE Level A Mobilization	1	\$1,900.00										\$1,900.00
	0 to 5' - SUE Level A Includes Excavation, Backfill, paint, lathes & flagging; Per Hole	5	\$1,700.00										\$8,500.00
	5' to 8' - SUE Level A Includes Excavation, Backfill, paint, lathes & flagging; Per Hole	5	\$2,100.00										\$10,500.00
	8' to 15' - SUE Level A Includes Excavation, Backfill, paint, lathes & flagging; Per Hole		\$2,200.00										
	15' to 20' - SUE Level A Includes Excavation, Backfill, paint, lathes & flagging; Per Hole		\$2,500.00										
	20' to 30' - SUE Level A Includes Excavation, Backfill, paint, lathes & flagging; Per Hole		\$5,700.00										
	20' to 30' - SUE Level A Includes Excavation, Backfill, paint, lathes & flagging; Per Hole		\$6,175.00										
	20' to 30' - SUE Level A Includes Excavation, Backfill, paint, lathes & flagging; Per Hole		\$6,175.00										
	Coring and repairing the pavement includes labor, equipment, and materials	4	\$250.00										\$1,000.00
	Two (2) Person Vacuum Excavation with equipment	6	\$235.00										\$1,410.00
	Backfill & Spoil Dump Costs - All backfill costs, cost of spoil dump, cost of water, cost of fuel to run the vacuum rig, ancillary costs of pot lathing	1	\$300.00										\$300.00
	SUE Level A Total												\$23,610.00

January 22, 2026

Re: Topographic Survey costs for the City of Sugarland Hillstone Drainage Modifications

The overall scope and route of the surveying work includes:

1. Approximately 2,000 Linear feet of Windmill Street, a portion of a public park and outfall features on the drainage ditch adjacent to the park.
2. Approximately 2,000 Linear feet of Sam Houston Drive, including the intersection of Sam Houston Drive with Settlers Way and the intersection of Sam Houston Drive and Whetrock Lane.

BASIC SERVICES

Survey Control

Horizontal and vertical control based on the City of Sugarland benchmark system. We will utilize long range Real Time Kinematic GPS to set horizontal and vertical control. After the control is set and located as described we will run a level loop through the control to ensure vertical accuracy.

Survey Control: \$5,925.00

Right of Way and Easement Survey

We will plot the subdivision plats in these areas along with the easements shown on the plats. Our field crews will locate monuments along the road and the adjacent drainage tract so that we can depict the right of way and the easements along this route. We will set a minimum of eight (8) horizontal control monuments for future construction control based on the Texas Coordinate System NAD 83; South Central Zone this will be four (4) monuments at each road segment. This will enable the survey work to be geographically allocated in a GIS system.

Right of Way and Easement Surveying: \$17,500.00

Topographic Survey

The topographic surveying services includes locating:

1. Setting temporary benchmarks (TBMs) at each end of the two road segments and we will set TBMs at the midpoint of each road segment. Elevations will be based on A City of Sugarland Benchmark and will be located with coordinates based on the Texas Coordinate System NAD 83, South Central Zone.
2. Perform a ONE-call on both routes.
3. Cross sections of the streets at 100 feet intervals. These cross sections will include natural ground elevations at the right of way lines back of curbs, sidewalks, medians, and visible grade breaks.
4. Visible grade breaks along the street pavement, existing pavement joints and visible pavement joints on the adjacent driveways including the expansion joints are visible.
5. Storm and sanitary manholes, inlets and their related pipes flowline elevations with size and type noted.
6. Locate the outfall structures along the ditch to the west of Windmill Street and cross-section this ditch 200 feet up and downstream of the outfall structure.

7. Locate all visible water lines features, then overlay all water lines based on the City of Sugarland GIS Drawings.
8. Locate all trees 6-inch diameter or larger and note the type of tree.
9. Obtain slab elevations of homes along Hillstone Dr, Windmill St. and Sam Houston Dr. This task will require the City to coordinate with homeowners to notify them about Quiddity surveying crews taking elevation shots within their property. The City shall furnish Quiddity with a letter stating project scope and reason for access.

Topographic Surveying \$29,725.00

TOTAL BASIC SERVICES: \$53,150.00

OPTIONAL SERVICES

Level B Surveying

If the SUE subconsultant completes Level B work we will locate 17 borings which will include the location of the bore and the elevation at natural ground of the bore.

Level B Surveying: \$3,950.00

Metes and Bounds for Parcel

If a property acquisition is required at the outfall location, we will prepare a metes and Bounds and exhibit for a proposed drainage tract. We will utilize the data from the surveying work to establish the right of way. The cost to prepare the easement exhibit and metes and bounds is **\$1,250.00**. If the easement needs to be monumented (iron rods set at the corners, the cost for the exhibit, metes and bounds and staking is **\$1,950.00**. ***This pricing will be for each parcel required.***

Metes and Bounds: \$1,950.00 (PER PARCEL)

TOTAL OPTIONAL SERVICES: \$5,900.00

This work can be completed in 30 business days.

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Quiddity
6330 West Loop South, Suite 150
Bellaire, TX 77401

Attention: Mr. David Cornyn, P.E.
Project Manager

**Proposal for Geotechnical Investigation
Hillstone Drainage Improvements
City of Sugar Land, Texas**

Introduction

As requested by Mr. David Cornyn, P.E., with Quiddity, Cibor Geoconsultants (Cibor) is pleased to submit this proposal to perform the necessary geotechnical investigation and analysis to assist Quiddity and other members of their Design Team in developing plans and specifications related to Hillstone Drainage Improvement Project within the City of Sugar Land, Texas. Our geotechnical investigation and analyses will be performed in accordance with the latest *City of Sugar Land Design Standards*.

Project Description. Background information about the project was initially provided via email to Cibor by Mr. David Cornyn and later discussed during an onsite meeting held on March 27, 2025. On October 29, 2025, Mr. Cornyn sent us a revised proposed plan that included an updated project alignment for the Design Phase. The proposed project is located south of Highway 6 and extends east and west from Settlers Way Blvd. The estimated length of the drainage improvement project is approximately 3,500 feet.

This project comprises three phases, but our scope of work only includes Phase I and Phase III. For Phase I, the project extends approximately 1,700 feet east of Settlers Way Blvd at Hillstone Dr and Sam Houston Drive. For Phase III, the project will extend approximately 1,800 feet from Windmill Street to the outfall towards the west. The depth of the proposed storm sewer ranges from 6 feet to 14 feet, and the top of the pavement is at an approximate elevation of El. 65 feet. The proposed storm sewer will consist of either Reinforced Concrete Pipe (RCP) or Reinforced Concrete Box (RCB).

Scope of Services

The proposed scope of services consists of a site visit and field reconnaissance, field exploration, laboratory testing, and geotechnical engineering analyses and recommendations, along with

advanced final (draft) and formal reporting. These services are more fully described in the following sub-sections.

Field Reconnaissance. We have already made an initial site visit earlier this year during the onsite meeting held on March 27, 2025. We intend to undertake a detailed site reconnaissance at the time of our field campaign for assess trafficability and access to the site for our drilling equipment. Field services will be in compliance with the regulations of the most recent edition of the *Texas Manual on Uniform Traffic Control Devices* and City Standards.

Field Exploration. We propose to explore the subsurface conditions by advancing eight borings – four borings to a depth of 20 feet each, and four borings to depths of 25 feet, at selected storm sewer locations through concrete pavement using a truck-mounted drill rig, as shown in the *Proposed Plan of Borings on Attachment 1*.

Geotechnical soil samples will be obtained in the eight borings continuously to 20 feet, and 5-foot intervals to the completion depth of the borings. Cohesive soil samples will be collected by hydraulically advancing a thin-walled tube in general accordance with ASTM D1587. Granular soil samples will be collected by performing Standard Penetration Tests in general accordance with ASTM D1586. Estimates of the shear strength of encountered cohesive soils will be made using a hand-held penetrometer and/or Torvane. SPT N-values will be recorded for Standard Penetration Tests. We will obtain sufficient bulk samples to perform the compaction test. All drilling and sampling will comply with the appropriate standard methods used in City of Sugar Land projects.

Short-term, depth-to-water measurements will be made in each of the open boreholes shortly after first encountering the groundwater. We will wait for 30 minutes to record further rise in water level. Geotechnical borings will be performed by a subcontracted field exploration firm and led by Cibor Geoconsultants personnel. We will log the geotechnical soil boring and collect the soil samples for geotechnical laboratory testing. Upon completion of our field campaign, we will backfill the borings with a combination of onsite soils and Holeplug.

Laboratory Testing. The laboratory testing program associated with the field work will be aimed at: 1) classifying the soil samples; 2) assessing the dispersive nature of the near-surface soils; 3) evaluating the undrained shear strength parameters; and 4) evaluating the suitability of on-site soils for reuse as select fill;

The following tests are anticipated to be performed on select samples obtained from the borings:

- Visual Classification and Water Content
- Liquid and Plastic Limits
- Percent Passing No. 200 Sieve
- Standard Proctor Tests
- Crumb Tests
- Unconfined Compression
- Unconsolidated-Undrained Triaxial

All laboratory tests will be conducted in accordance with their corresponding ASTM Standard.

Engineering Analysis and Recommendations. Based on the results of our field reconnaissance, field exploration, and laboratory testing, we will provide geotechnical recommendations to guide Quiddity in developing their design plans for the proposed Hillstone Drainage Improvement Project as described in the *Project Description* section.

The scope of our engineering work is expected to include the following:

- Description of field and laboratory testing programs
- Generalization of soil conditions, stratigraphy, and groundwater levels
- Lateral pressures on storm sewers, including effects of surcharge loads
- Suitable erosion/scour protection around the outfall structure
- Bedding and backfill requirements below and around the storm sewers and outfall structure
- Evaluation of bottom stability (bottom “blow-up” analysis) during excavation for the storm sewers
- Assessment of dispersive nature of soils and recommendations for addressing dispersive soils, if encountered
- Evaluation of suitability of onsite soils for re-use onsite as subgrade and/or select fill
- Requirements for control of groundwater and surface water during installation of the storm sewers
- Specification of import select fill, cement stabilized sand, and granular material
- Anticipated soil conditions at the base of excavations for the storm sewer to be installed using open-cut and/or micro-tunneling methods including the need for stabilization of the base, and appropriate bedding and backfill requirements
- OSHA soil type classifications pertaining to trench shoring and bracing design

Special Conditions and Assumptions

Several assumptions have been made in developing the scope of work and budgetary cost estimate in this proposal. They are as follows:

- *Access and right-of-entry for our personnell and field equipment to access boring locations will be provided by Quiddity and coordinated with Real Property group at the City of Sugar Land*
- Flagging, traffic barricades, and road signs will be required however police traffic control will not be necessary
- Cibor will take precautionary care, including placement of plywood to reduce damage caused by rutting during ingress/egress and operations of the drilling equipment. However, Quiddity and the City of Sugar Land should recognize that some damage to the adjacent areas will occur
- Cibor has not included any extraordinary costs for landscaping in our current budget
- Excess soil cuttings will be drummed and hauled offsite for disposal
- Cibor will be permitted to drill borings along the roadway
- Soils encountered during drilling will be free of any hazardous or contaminated material.

- We will contact Texas 811 to locate any public utilities. Quiddity/City of Sugar Land will assist us in identifying any buried utilities near the boring locations.
- The boring locations will be free of any underground obstructions, including utility, telecommunication and transmission lines, buried rubble, existing foundations, etc.
- Environmental assessment, evaluation, and analyses are outside the scope of our services.

Estimated Budget and Terms

We anticipate that our services will be conducted under mutually agreeable terms and conditions of a Subcontractor Agreement between Quiddity and Cibor, consistent with the terms and conditions between Quiddity and the City of Sugar Land. The fee for the scope of services described above is \$37,884, as tabulated in Attachment 2.

Schedule

We developed an anticipated schedule to complete the scope of services described above. As mentioned, we anticipate providing the draft report within 9 weeks of the completion of drilling. See the anticipated schedule in *Table 1* below.

Table 1. Anticipated Schedule

Project Stage	Time of Completion After NTP and Access Provided
Project Planning and Mobilization	2 weeks
Site Characterization	4 weeks
Laboratory Testing	5 to 6 weeks
Engineering Analysis and Reporting	7 to 10 weeks
Draft Report Submittal	10 to 12 weeks
Formal Geotechnical Report Submittal	1 to 2 weeks after Review Comments Received

Additional Services and Authorization

If any significant changes are made in our scope of services as described above, or if the soil, environmental or site conditions encountered are significantly different from those anticipated, additional analyses or additional field exploration might be required. Any services required beyond the scope proposed herein will be undertaken only after receiving your authorization and after an adjustment has been made to our fee to cover the additional services.

Closing

Cibor Geoconsultants appreciates the opportunity to be of service to Quiddity and the City of Sugar Land. If you need further information or if you have any questions, please do not hesitate to call us.

Sincerely,

Cibor, Inc.

TBPELS Firm Registration No. F-15616



Joseph M. Cibor, P.E.
Principal

Enclosures: *Attachments 1– Proposed Plan of Borings*
Attachment 2 – Cost Estimate Breakdown

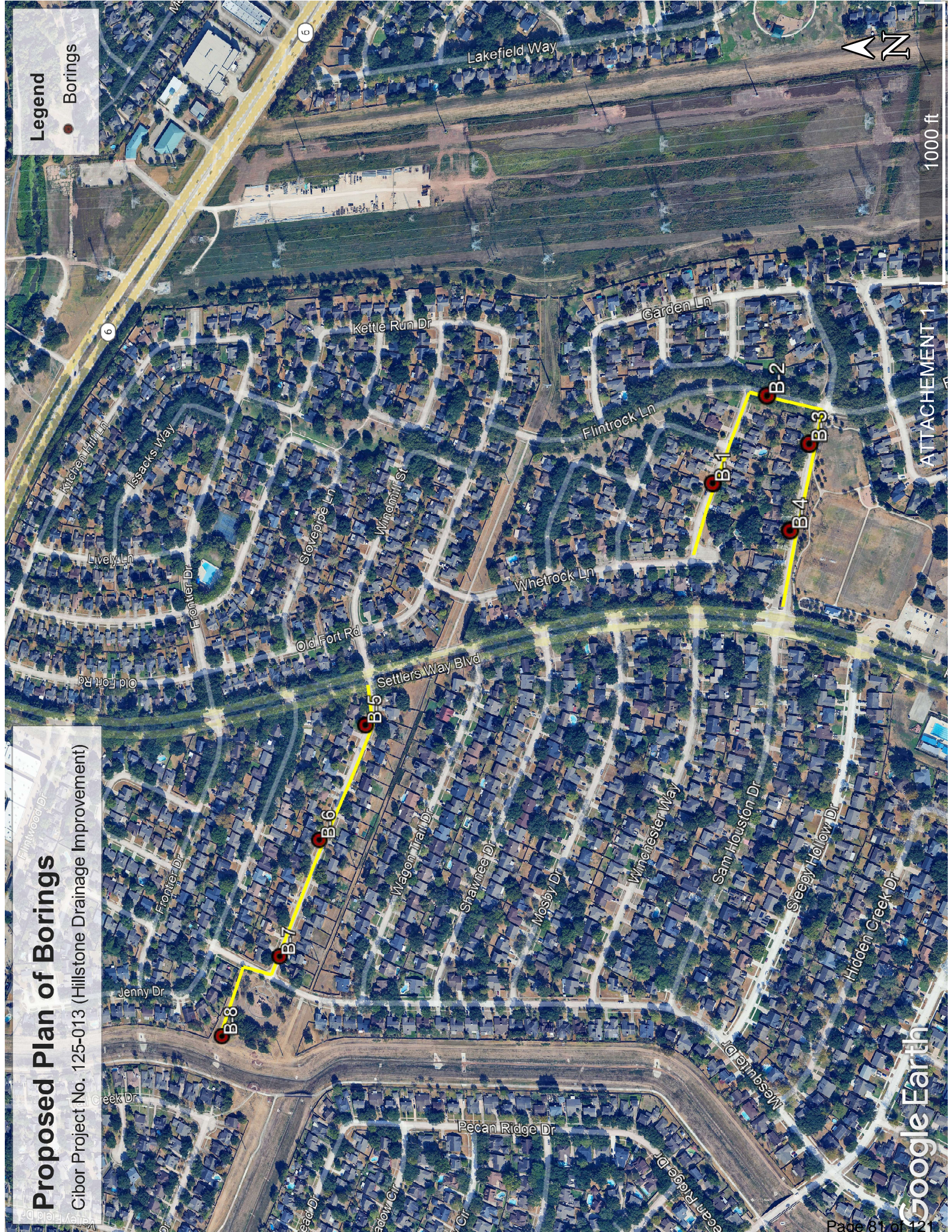
Copies Submitted: PDF via email to Mr. David Cornyn, P.E., with Quiddity at dcornyn@quiddity.com

Proposed Plan of Borings

Cibor Project No. 125-013 (Hillstone Drainage Improvement)

Legend

Borings



ATTACHEMENT 1

COST ESTIMATE BREAKDOWN - Hillstone Drainage Improvements

125-013 **Approx. 3500 lineal feet of pipeline**

11/7/2025

Code	Description	Quantity	Unit	Rate	Amount
FIELD EXPLORATION - 4@25' and 4@20' = 180' Total Footage					
110110	Drill Rig Mobilization	1	each	\$746.00	\$746.00
110010	Soil Boring, Continuous 3-in. (0 to 20')	160	ft	\$27.00	\$4,320.00
110020	Soil Boring, Intermittent 3-in. (20' to 25')	20	ft	\$27.00	\$540.00
10400	Graduate Geologist (Utilities & Field) Coordination)	8	hrs	\$126.00	\$1,008.00
10200	Senior Engineer, P.E.	4	hrs	\$218.00	\$872.00
10700	Logger & GWL Data	30	hrs	\$96.00	\$2,880.00
15100	Concrete Coring - 5 locations	8	each	\$150.00	\$1,200.00
15000	Vehicle Charge	38	hrs	\$13.00	\$494.00
Sub-total for Field Exploration					\$12,060.00
LABORATORY TESTING					
90100	Liquid & Plastic Limits	32	each	\$76.00	\$2,432.00
90200	Moisture Content of Soils by Mass	48	each	\$12.00	\$576.00
90600	Percentage Fines	32	each	\$59.00	\$1,888.00
92300	Standard Proctor	1	each	\$246.00	\$246.00
91500	Dispersive by Crumb Test	8	each	\$46.00	\$368.00
91100	U-U Triaxial	24	each	\$77.00	\$1,848.00
90900	Unconfined Compressive Strength	8	each	\$54.00	\$432.00
Sub-total for Laboratory Testing					\$7,790.00
ENGINEERING ANALYSIS AND REPORT					
10100	Principal, P.E.	6	hrs	\$266.00	\$1,596.00
10200	Senior Engineer, P.E.	16	hrs	\$218.00	\$3,488.00
10400	Graduate Engineer or Geologist	80	hrs	\$122.00	\$9,760.00
11500	gINT Boring Logs /CAD Work	45	hrs	\$70.00	\$3,150.00
Sub-total for Engineering Analysis and Report					\$17,994.00
TOTAL ESTIMATED COST NOT-TO-EXCEED					\$37,844.00

ATTACHMENT 2



ENVIRONMENTAL SERVICES PROPOSAL

CITY OF SUGAR LAND, HILLSTONE AND WINDMILL ST DRAINAGE IMPROVEMENTS

Engineer:	<u>Quiddity Engineering</u>
Client:	<u>City of Sugar Land</u>
Request:	<u>Environmental Services Scope and Fee Proposal</u>
Project:	<u>Hillstone and Windmill St Drainage Improvements</u>

PROJECT UNDERSTANDING

Quiddity understands that the City of Sugar Land (the CITY) is proposing multiple drainage improvements near Hillstone and Windmill Streets, located in the Settlers Park Neighborhood, Sugar Land, Fort Bend County, TX.

We understand that project activities will include the construction of a larger storm sewer trunkline to replace the existing undersized trunkline and installation of additional drainage inlets along Hillstone Drive, to Settlers Way Boulevard and Windmill Street. Additionally, the CITY proposes to replace and construct a new outfall structure that will discharge into the existing Fort Bend County Levee Improvement District No. 2 Ditch C, which will provide additional storm sewer capacity and help reduce street ponding along the proposed improvements.

Quiddity recommends the scope of services below with the goal to verify existing conditions and document that proposed project activities remain in compliance with various federal/state regulatory requirements (specifically for proposed activities within Ditch C).

SCOPE OF SERVICES

Task 1 – Environmental Due Diligence and Permitting Summary Report

Quiddity will develop an Environment Due Diligence and Permitting Summary Report, which will document the presence or absence of water resources, federally listed threatened and endangered (T&E) species habitat, and assess for environmental concerns within the project area. Additionally, the report will summarize typical federal and state permits/regulations and determine their applicability to the project.

Field reconnaissance will be performed to identify the presence or absence of water resources within the project area. Observed water features will be delineated in accordance with the 1987 Corps of Engineers Wetland Delineation Manual and the latest Regional Supplement for the Great Plains Region. Findings will be prepared in accordance with the latest operating definition of WOTUS (Title 33 CFR Part 328).

Habitat within the project area will be assessed for its potential to support federally listed threatened and endangered (T&E) species, and recommendations for avoidance or mitigation will be provided as appropriate.

To assess the presence or absence of hazardous materials or environmental concerns that may warrant further investigation, Quiddity will review a vendor provided regulatory due diligence radius report and perform a records review of the project area. Listings of note will be discussed if determined to be a recognized environmental condition (REC).

The Report will include the following sections:

- Desktop Review of Existing Environmental Setting - Utilizing publicly available data sources to identify the presence of streams, waterbodies, wetlands, floodplains, soil types, topography, vegetation types, T&E species critical habitats, and hazardous materials within and adjacent to the project area).
- Field Reconnaissance Findings - Summarizing observations of water features, T&E species habitat, and other notable environmental conditions.
- Hazardous Materials Due Diligence – Providing a summary of findings from a vendor-supplied hazardous materials radius report.
- Permitting Summary Review – Summarizing typical federal and state permits/regulations and determining their applicability to the project.

This document will serve to confirm that an environmental review was completed for the site and provides documentation should any agency question whether environmental review and due diligence was conducted for the Project.

Deliverables:

- Draft and Final Environmental Due Diligence and Permitting Summary Report

Task 2- Cultural Resources Background Review and Texas Historical Commission Consultation (As-Needed Subconsultant – SWCA)

As the CITY is a political subdivision of the State, compliance with the Antiquities Code of Texas (ACT) is required. Notification to the Texas Historical Commission (THC) is required prior to commencing ground disturbing activities that may affect archeological sites and will involve five or more acres of ground disturbance; 5,000 or more cubic yards of earth moving; will occur in a historic district or other designated historic site; or will affect a recorded archeological site.

If project activities result in greater than five acres of ground disturbance or 5,000 or more cubic yards of earth moving, the cultural resources task below is recommended for ACT compliance.

- SWCA will conduct a thorough archaeological literature and records search for the proposed project and surrounding area. SWCA will review the Texas Archeological Sites Atlas (Atlas) online database for any previously recorded surveys and historic-age or prehistoric archaeological sites located in, or immediately adjacent to the project area. If needed, an SWCA archaeologist will physically examine site files, records, and maps files housed at the Texas Archeological Research Laboratory and the THC Library. In addition, the Atlas review will include the following types of information: NRHP properties, State Antiquities Landmarks (SALs), OTHMs, Recorded Texas Historic Landmarks (RTHLs), cemeteries, and local neighborhood surveys. SWCA will also review the Texas Department of Transportation's Texas Historic Overlay, a mapping / geographic information system (GIS) database with historical maps and resource information covering most portions of the state. Other critical factors that SWCA will examine include the level of previous disturbances from residential and commercial development, types of soils present, Potential Archeological Liability Maps (PALMs), and

any obvious standing structures greater than 45 years in age that appear on U.S. Geological Survey (USGS) topographic maps. Together, the gathered information will allow SWCA to identify any areas that have the potential to contain significant, undocumented cultural resources and evaluate archaeological potential within the project area.

Once the records search is complete, SWCA will report the findings of the review and make professional recommendations for the proposed project in a standard SWCA formatted report and complete a State Historic Preservation Office (SHPO) consultation letter. Following a review of the report and consultation letter by Quiddity and the CITY, SWCA will make necessary edits to the documents and submit for agency consultation.

Deliverables:

- Draft and Final Cultural Resources Background Review Report and THC Consultation

COMPENSATION

Compensation is based on the terms in the existing PSA between the Client and Engineer.

Task Number	Scope of Services	Fee Estimate
1	Environmental Due Diligence and Permitting Summary Report	\$4,990
2	Cultural Resources Background Review Report and THC Consultation (as-needed)	\$4,100
Total		\$9,090

ASSUMPTIONS

1. Quiddity will respond to one round of comments.
2. Assumes all fieldwork will be performed in one day.
3. The Client or a representative of the Client will provide ready access to the Site and all existing structures.
4. The Client will provide access to available historical documentation relevant to Quiddity’s proposed due diligence effort.
5. Does not include soil or groundwater sampling services.
6. As the site is previously disturbed with underground utilities/infrastructure, it is assumed a “No historic properties affected” determination concurrence will be received from the THC.
7. Scope of work includes data available with TARL, the THC, or through desktop research only.
8. The scope of work may be subject to change following consultation with the THC. Any additional costs resulting from a change in the scope of work will be negotiated with the City of Pflugerville and Quiddity under a change order.
9. Does not include biological surveys (migratory bird nesting surveys, presence/absence surveys, etc.).
10. Assumes project activities are eligible for coverage under the non-reporting thresholds of NWP 3 (Maintenance) or NWP 13 (Bank Stabilization) and no USACE coordination is required.

AUTHORIZATION

We thank you for the opportunity to submit this proposal and look forward to collaborating with you on this project. The proposed compensations shall be considered in their entirety for the scope of services. This proposal shall be valid for sixty (60) days from this date and may be extended upon written approval by the Engineer.

Proposal Prepared By:



Ryan Ingram, CFM, CWB

Name

Environmental Division Manager

Title

11/7/2025

Date

Robert W. Thornton, PWS

Attest



City Council Agenda Request March 3, 2026

Agenda Request No: VII.B.

Agenda of: City Council Meeting

Initiated by: Linda Mendenhall, City Clerk

Presented by: Melanie Beaman, Transportation & Mobility Manager

Responsible Department: Engineering

Agenda Caption:

INTERGOVERNMENTAL AGREEMENT WITH HOUSTON-GALVESTON AREA COUNCIL

Consideration of and action on approval of Change Order No. 2 to the Intergovernmental Agreement with the Houston-Galveston Area Council (H-GAC) for the Microtransit Pilot Program, extending the Agreement term through February 28, 2027, and increasing grant funding by \$1,427,760.00, for a revised total of \$2,920,480.00.

Recommended Action:

Approve Change Order No. 2 to the Intergovernmental Agreement with the Houston-Galveston Area Council (H-GAC) for the Microtransit Pilot Program, extending the Agreement term through February 28, 2027, and increasing grant funding by \$1,427,760.00, for a revised total of \$2,920,480.00.

Executive Summary:

The City was awarded federal Congestion Mitigation and Air Quality (CMAQ) grant funding to conduct a 3-year Microtransit Pilot. The grant covers 80% of the cost and requires a 20% local match. The total amount awarded was \$1,194,176 for the first year and \$1,142,208 for the second year. The funding amount for year 3 has not been determined yet by H-GAC. Fort Bend County's 2023 Mobility Bond also supports the project with \$1.5M, which has been used for the local match. The Microtransit Pilot service, called Sugar Land On-Demand, began on March 18, 2025. The first year of the pilot has been very successful with great positive feedback from the community.

The initial service contract term was for one year with an option to renew for two additional years upon mutual agreement with River North Transit ("Via"). The contract amount for the first year was \$1,527,969 with \$1,194,176 being covered by the CMAQ grant and \$298,544 from the FBC Mobility Bond. Through December 28, 831 total trips have been completed and \$33,768.19 in fares have been collected.

The current service provider, River North Transit ("Via"), has been an excellent partner. They have consistently performed beyond our expectations, meeting and exceeding our established metrics for the service pilot. They are experts in Microtransit service technology and delivery, anticipate challenges proactively using data, and implement changes quickly. On May 26, 2025, the first service area zone expansion was implemented to the south and west. Ridership grew substantially with a 67% increase through June. On October 13, 2025, second service expansion to the north and east began. These two expansions were possible utilizing the existing fleet of ten vehicles (one is a spare) while staying below an average wait time of 20 minutes. Request growth has begun to plateau and will slow as supply is outpaced by demand, resulting in an eventual decline in quality of service. We can bolster service, and stay within budget for the project, by adding one additional vehicle to the existing fleet of 10 vehicles.

The current service contract with River North Transit ("Via") will expire on March 17, 2026, with an option to renew if both parties agree. The 2023 Fort Bend County Mobility Bond contribution toward the project of \$1,500,000 has enabled the city to provide the required 20% local match each month for the duration of the three-year-long pilot project (Total for 3 years = \$895,632). This has left a surplus of approximately \$604,368 that can be used for the additional vehicle for the second year of the pilot. This can be incorporated into the new service contract beginning in March.

The Engineering Department requests that the City Council approve Change Order No. 2 to the Intergovernmental Agreement with the Houston-Galveston Area Council (H-GAC) for the Microtransit Pilot Program, extending the Agreement term through February 28, 2027, and increasing grant funding by \$1,427,760.00, for a revised total of \$2,920,480.00.

Budget

Expenditure Required: \$1,742,771.00

Current Budget: \$2,920,480.00

Additional Funding: \$1,427,760.00

Funding Source: H-GAC CMAQ Grant

Account Number (ORG-OBJ-Project): GMB2501

Attachments

- 1. H-GAC Contract Amendment



HOUSTON-GALVESTON AREA COUNCIL

SERVING TODAY ▪ PLANNING FOR TOMORROW

City of Sugar Land
Michael W. Goodrum, City Manager
P.O. Box 110
Sugar Land, TX 77487

HGAC-002-2026
February 10, 2026
ID: 12520

Subject:

Contract Extension Notice - Period of Performance Extension through February 28, 2027
Contract Budget Increase Notice – Increase Contract Amount by \$1,427,760 (\$1,142,208 federal; \$285,552 match)

Reference: Contract #TDOT.19.1114-05 between H-GAC & City of Sugar Land

Dear Mr. Goodrum,

This letter provides written timely notification that the Houston-Galveston Area Council (H-GAC) intends to extend the above referenced Contract with City of Sugar Land for an additional 12 months from March 1, 2026, through February 28, 2027 and increase total contract amount to \$2,920,480 (\$1,492,720 for the first year and \$1,427,760 for the second year: 80% federal; 20% match). All previously agreed upon General & Special Contract Provisions, executed August 9, 2024 will remain in place, unless explicitly stated otherwise and agreed upon in writing. Should the provisions in this letter be acceptable to City of Sugar Land, please sign and date in the field below, and return a copy to H-GAC.

Please do not hesitate to reach out to Contract Administrator, at ContractsAdmin@h-gac.com, should you have any contract related questions or concerns. The Houston-Galveston Area Council appreciates our continued partnership with City of Sugar Land.

Sincerely,

Chuck Wemple
Executive Director Houston-Galveston Area Council

City of Sugar Land

(Signature) (Date)

(Printed Name)

(Title)



Houston-Galveston Area Council
P. O. Box 22777 • 3555 Timmons • Houston, Texas 77227-2777

CHANGE ORDER # 2

PROJECT TITLE Sugar Land Microtransit

PROJECT NO. TDOT.19.1114 CONTRACT NO. TDOT.19.1114-05 CONTRACT DATE 2/10/2026

NO. First amendment 14152: Parent ID #12520 CONTRACTOR City of Sugar Land

The following changes are hereby made to the Contract Documents:
Extend period of performance from February 28, 2026 to February 28, 2027.
Increasing funds from \$1,492,720 to \$2,920,480 (\$2,336,384 federal; \$584,096 match).

Justification:
During the initial period of service, the City of Sugar Land has experienced strong and growing ridership, demonstrating that the pilot is effectively meeting community mobility needs. This sustained utilization confirms an ongoing demand for reliable and accessible transit options. H-GAC’s first-year evaluation supports the continuation of the service and its alignment with regional mobility and air quality goals. Accordingly, additional funding is being provided and a contract extension is being granted to maintain service continuity and build on this success.

CHANGE TO CONTRACT PRICE

Original Contract Price: \$ 1,492,720 (\$1,194,176 federal; \$298,544 match)

Current contract price, as adjusted by previous change orders: \$ N/A

The Contract Price due to this Change Order will be increased by \$ 1,427,760 (\$1,142,208 federal; \$285,552 match)

The new Contract Price due to this Change Order will be: \$ 2,920,480 (\$2,336,384 federal; \$584,096 match)

CHANGE TO CONTRACT TIME

The Contract Time will be increased by 365 calendar days

The date for completion of all work under the contract will be February 28, 2027

Approvals Required:

To be effective, this order must be approved by Owner if it changes the scope or objective of the project, or as may otherwise be required under the terms of the Supplementary General Conditions of the Contract.

Approved by _____
Chuck Wemple, Executive Director

Date _____

Accepted by _____
Michael W. Goodrum, City Manager

Date _____

STATEMENT OF WORK

THE CITY OF SUGAR LAND MICROTRANSIT SERVICE

Project Description:

Task 1: The City of Sugar Land Will Implement a Microtransit Service in the City of Sugar Land

The City of Sugar Land will contract a turnkey transportation provider to operate the pilot service. The primary objectives of the pilot program will meet the following regional goals stated in the HGAC Call for Partners:

- Initiation of first-mile/last-mile services that may include, but are not limited to, the use of advanced vehicle and service support technologies
- Public-Private Partnerships that will bring additional private sector expertise and technology for the Houston commuter and other transit services.

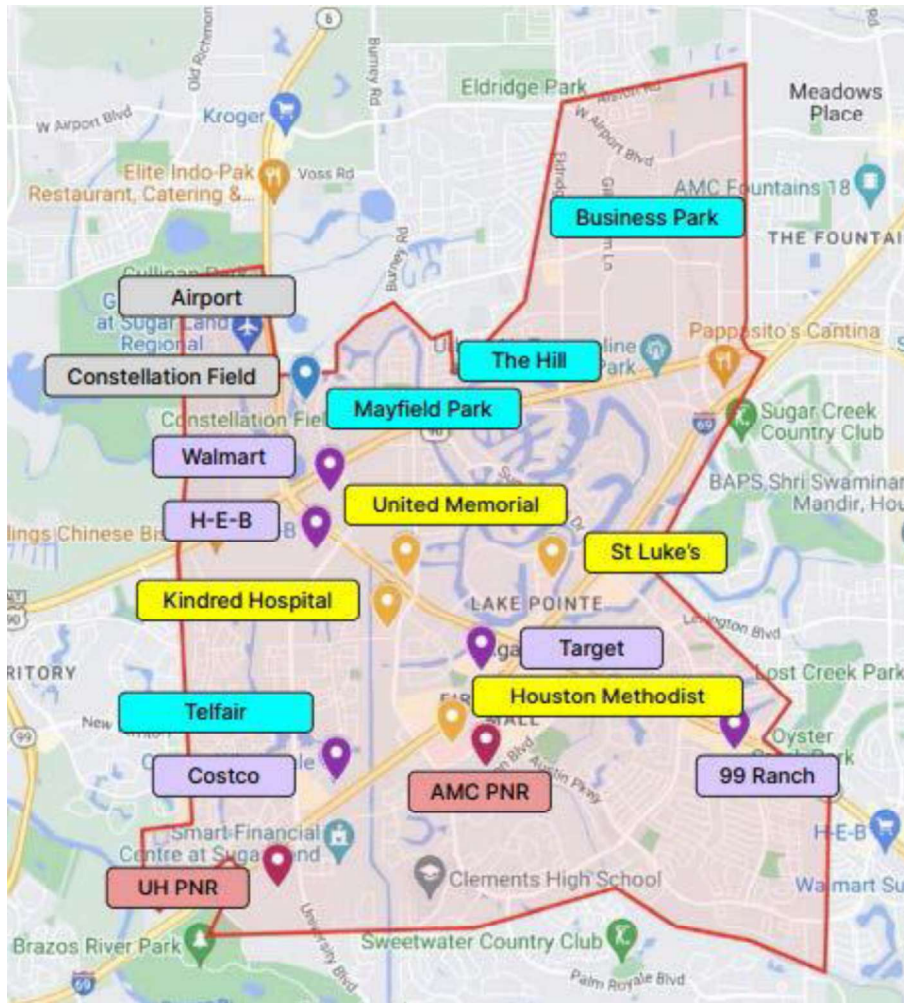
The City of Sugar Land Microtransit Pilot program will provide dynamic, on-demand public transportation within a specific service zone, utilizing a fleet of 5-7 vans (one wheelchair accessible plus a spare). Passengers will use an app to schedule trips by registering, entering their pickup and drop-off addresses, and booking a trip. The app will assign a pickup spot nearby, within a short walk, to meet the driver. An estimated arrival time will be given with a wait time of 10-15 minutes. Passengers can follow the van's location on the app, so they will know more precisely when to go outside to meet the driver.

Passengers who do not have a smartphone can make a phone call to register and schedule rides, and those with limited mobility can request door-to-door service. The service will not offer direct commuter bus service but will complement the existing service (both commuter park & ride and Demand Response) provided by Fort Bend Transit. The service will be operated by an outside vendor with expertise and technology to deliver a high-quality microtransit pilot project for the city. The total service hours are 15 daily, Monday to Friday, and 12 hours on Saturday. The annual total of service hours is approximately 4,524 hours.

Deliverables – The Contractor Shall Provide to the Local Government

- **An electronic copy of any third-party contracts within 30 days of executing the relevant contract.**

City of Sugar Land Microtransit Service Area



Task 2: The City of Sugar Land will Provide Project Administration to Support the Route

The City of Sugar Land will provide the following to support the implementation of the route described above:

- Monthly Progress Reports and Updated Progress schedules to H-GAC's Project Manager. A written progress report is required regardless of whether there is an activity that month.
- Written Progress reports shall include a summary of the following:
 - Ongoing activities or completed activities during the reporting period
 - Problems encountered and the means of resolving them
 - Project Status report
- Continued Quality Assistance and Quality Control throughout the Pilot Project
- Monthly Invoice Packets

H-GAC staff will review submitted progress reports and monthly invoice packets to ensure accuracy and completion. H-GAC will withhold up to 10% of the contract amount pending completion of all

deliverables as specified in the Scope of Services described in Task 2. The retainage shall not exceed one hundred and forty-two thousand, seven hundred and seventy-six dollars (\$142,776).

Based on completed and approved monthly invoice packets, H-GAC will provide up to 80% of the net operating cost for the service (minus fares). It will include direct operating and direct marketing expenses for the service.

Deliverables – The City of Sugar Land shall prepare

- **A Marketing and Outreach Plan no later than 30 days after contract execution**
- **A Service Plan no later than 30 days after contract execution**
- **A Project Management Plan no later than 30 days after contract execution. It shall include.**
 - **Project Manager(s)**
 - **Contractors and Subcontractors**
 - **Responsibilities of parties involved**
 - **Timeline of activities**
- **A route map and schedule for the Sugar Land Microtransit project shall be provided**



City Council Agenda Request March 3, 2026

Agenda Request No: VII.C.

Agenda of: City Council Meeting

Initiated by: Melanie Beaman, Transportation & Mobility Manager

Presented by: Melanie Beaman, Transportation & Mobility Manager

Responsible Department: Engineering

Agenda Caption:

CONTRACT WITH RIVER NORTH TRANSIT, LLC

Consideration of and action on Amendment No. 1 to the turnkey Microtransit Service Contract with River North Transit, LLC, renewing the Contract for an additional one-year term in the amount of \$1,742,771.00.

Recommended Action:

Approve the execution of Amendment No. 1 to the Microtransit Service Contract with River North Transit, LLC, renewing the Contract for an additional one-year term in the amount of \$1,742,771.00

Executive Summary:

The City was awarded federal Congestion Mitigation and Air Quality (CMAQ) grant funding to conduct a 3-year Microtransit Pilot. The grant covers 80% of the cost and requires a 20% local match. The total amount awarded was \$1,194,176 for the first year and \$1,142,208 for the second year. The funding amount for year 3 has not been determined yet by H-GAC. Fort Bend County's 2023 Mobility Bond also supports the project with \$1.5M, which has been used for the local match. The Microtransit Pilot service, called Sugar Land On-Demand, began on March 18, 2025. The first year of the pilot has been very successful with great positive feedback from the community.

The initial service contract term was for one year with an option to renew for two additional years upon mutual agreement with River North Transit ("Via"). The contract amount for the first year was \$1,527,969 with \$1,194,176 being covered by the CMAQ grant and \$298,544 from the FBC Mobility Bond. Through December 28, 831 total trips have been completed and \$33,768.19 in fares have been collected.

The current service provider, River North Transit ("Via"), has been an excellent partner. They have consistently performed beyond our expectations, meeting and exceeding our established metrics for the service pilot. They are experts in Microtransit service technology and delivery,

anticipate challenges proactively using data, and implement changes quickly. On May 26, 2025, the first service area zone expansion was implemented to the south and west. Ridership grew substantially with a 67% increase through June. On October 13, 2025, second service expansion to the north and east began. These two expansions were possible utilizing the existing fleet of ten vehicles (one is a spare) while staying below an average wait time of 20 minutes. Request growth has begun to plateau and will slow as supply is outpaced by demand, resulting in an eventual decline in quality of service. We can bolster service, and stay within budget for the project, by adding one additional vehicle to the existing fleet of 10 vehicles.

The current service contract with River North Transit ("Via") will expire on March 17, 2026, with an option to renew if both parties agree. The 2023 Fort Bend County Mobility Bond contribution toward the project of \$1,500,000 has enabled the city to provide the required 20% local match each month for the duration of the three-year-long pilot project (Total for 3 years = \$895,632). This has left a surplus of approximately \$604,368 that can be used for the additional vehicle for the second year of the pilot. This can be incorporated into the new service contract beginning in March.

The Engineering Department requests that the City Council approve the execution of Amendment No. 1 to the turnkey Microtransit Service Contract with River North Transit, LLC, renewing the Contract for an additional one-year term in the amount of \$1,742,771.00, to include the addition of one new fleet vehicle (with 4,400 hours of service).

Budget

Expenditure Required: \$1,742,771.00

Current Budget: \$5,082,528.00

Additional Funding: \$1,427,760.00

Funding Source: Fort Bend County 2023 Mobility Bond & H-GAC CMAQ Grant

Account Number (ORG-OBJ-Project): GMB2501

Attachments

- 1. Contract Extension-River North Transit-FINAL

**AMENDMENT NO. 1
TO STANDARD CONTRACT FOR GENERAL SERVICES BETWEEN THE CITY OF
SUGAR LAND AND RIVER NORTH TRANSIT, LLC**

This Amendment No. 1 to the Standard Contract for General Services (“Contract”) is entered into by and between the CITY OF SUGAR LAND (“City”) and RIVER NORTH TRANSIT, LLC (“Contractor”) and is effective as of the latest of the dates signed by the parties hereto.

RECITALS:

WHEREAS, on March 11, 2025, the City and Contractor entered into the Contract under which Contractor provides microtransit services and related technology for the City’s Microtransit Pilot Program (“Pilot”); and

WHEREAS, the Pilot has demonstrated strong performance and rider satisfaction, including 28,831 completed trips from March 17, 2025 through December 31, 2025 and an average rider rating of 4.9 out of 5 stars, and ridership increased substantially during the Pilot initial term; and

WHEREAS, the City has received grant funds administered through the Houston-Galveston Area Council (“H-GAC”) to implement and support the Pilot, including during the extended term contemplated by this Amendment; and

WHEREAS, the City desires to continue the Pilot beyond the initial term and to maintain service quality and operational efficiency by adding an additional vehicle to the fleet; and

WHEREAS, the Contract is scheduled to expire on March 17, 2026, and the City and Contractor desire to amend the Contract to extend the term, adjust the total compensation amount to reflect the extended term, and otherwise modify certain provisions of the Contract; NOW THEREFORE,

AGREEMENT:

In consideration of the covenants of each, the City and the Contractor agree to amend the Contract as follows:

1. The Maximum Contract Amount is amended to read as follows:

Maximum Contract Amount: \$3,270,740.00, consisting of \$1,527,969.00 for the initial term and \$1,742,771.00 for the extended term (March 17, 2026-March 17, 2027)

2. The Termination Date is amended to read as follows:

Termination Date: March 17, 2027

3. The Renewal clause is amended to read as follows:

Renewal: Following the Termination Date, the City and Contractor may renew this

Contract upon the same terms and conditions provided herein, for one (1) additional one-year term, by written mutual agreement.

4. The following paragraph is added to Section IV. (Additional Terms and Conditions):

C. Vehicle Camera Recordings. Contractor represents that vehicles used to provide the Services may be equipped with onboard cameras for safety purposes. Contractor agrees that any video/audio recordings, images, and related data captured by such cameras in connection with the Services (collectively, "Recordings") are maintained on behalf of the City and may be subject to the Texas Public Information Act (Chapter 552, Texas Government Code). Contractor will (a) retain Recordings in accordance with the City's records retention schedule and any written retention or preservation instructions provided by the City, provided that Recordings will be retained for not less than ninety (90) days from the date of capture (b) preserve and not delete or overwrite any Recordings that are the subject of an claim, incident, or litigation hold upon notice from the City, and (c) provide City personnel access to and/or copies of requested Recordings as reasonably necessary for City business and open records compliance, but no later than two (2) business days after Contractor's receipt of the City's request.


5. Exhibit A-8, attached hereto and incorporated herein, sets forth the pricing applicable during the extended term of the Contract. Exhibit A-8 supersedes and replaces any prior pricing schedules or rate sheets in the Contract only to the extent they relate to services performed during the extended term.

6. All other provisions of the Contract remain in full force and effect.

CITY OF SUGAR LAND

RIVER NORTH TRANSIT, LLC

By: _____
Name: Michael W. Goodrum
Its: City Manager
Date: _____

Signed by:
By:  _____
Name: Mike Vaccarino
Its: Manager
Date: 2/25/2026

ATTEST:

Linda Mendenhall, City Clerk

APPROVED AS TO FORM:



Attachments: Exhibit A-8: Contract Extension Pricing Proposal

EXHIBIT A-8: Contract Extension Pricing Proposal

River North Transit, LLC
 Provided Feb 9, 2026

Option Year Fees and Not-To-Exceed. The following table is provided as a pricing proposal based on the hourly rates within the existing contract.

	Option Year 1	Option Year 2
Vehicle Hour Rate	\$66.26	\$68.25
Original Vehicle Hours	21,902	21,902
Original Not-to-Exceed	\$1,451,227	\$1,494,812
Additional Hours (1 vehicle per hour)	4400	4400
Cost of Additional Hours	\$291,544.00	\$300,300.00
New Not-To-Exceed	\$1,742,771	\$1,795,112

Additional vehicle wraps for non-WAV vehicles (as selected for Option Year 1) will be billed to Customer as pass-through.



City Council Agenda Request March 3, 2026

Agenda Request No: VIII.A.

Agenda of: City Council Meeting

Initiated by: Tracey Siu, Fire/EMS Administrator

Presented by: Mark Campise, Fire Chief

Responsible Department: Fire

Agenda Caption:

FISCAL YEAR 2025 FIRE DEPARTMENT ANNUAL REPORT

Review of and discussion on the Fire Department Annual Report.

Recommended Action:

Review of and discussion on City of Sugar Land Fire Department Fiscal Year 2025 Annual Report.

Executive Summary:

The Sugar Land Fire Department submits their Fiscal Year 2025 Annual Report presentation for review by the City Council.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments

None



City Council Agenda Request

March 3, 2026

Agenda Request No: VIII.B.

Agenda of: City Council Meeting

Initiated by: Colby Millenbruch, Business Recruitment Manager

Presented by: Elizabeth Huff, Director of Economic Development and Tourism, Kirk Goodman, General Manager of Smart Financial Centre

Responsible Department: Economic Development

Agenda Caption:

2025 SMART FINANCIAL CENTRE ANNUAL REPORT

Review of and discussion on the 2025 Smart Financial Centre at Sugar Land Annual Report.

Recommended Action:

Review and discussion of the 2025 Smart Financial Centre at Sugar Land Annual Report

Executive Summary:

The City of Sugar Land has a long history of pursuing entrepreneurial public/private partnerships, and the Smart Financial Centre at Sugar Land (SFC), a performing arts and live entertainment venue, is no exception. The SFC is funded through a unique package of special funding sources restricted for economic development and tourism purposes. The development of unique regional destinations is part of an innovative and successful strategy to grow and expand the City's sales tax base. The City is not only receiving the benefit of a world-class live entertainment venue but has also established its position as an economic powerhouse through regional live entertainment.

This project was nearly a decade in the making. Beginning in 2007, a citizen-led Visioning Task Force identified a performing arts center among its cultural and entertainment venue recommendations. Voters approved the use of special funding tools in a 2008 election – ensuring the \$84M, 6,400-seat venue would be constructed without the use of any general property tax dollars. In 2011, the City began a partnership with ACE SL, LLC (ACE SL), a company formed by entertainment industry veterans and specializing in the design, construction, and operation of live-performance theaters across North America. ACE SL's executive principals brought more than 175 years of combined experience to the project.

The SFC held its first public performance on December 18, 2016, and celebrated a formal grand opening on January 14, 2017, with Jerry Seinfeld. Since its opening, the SFC has also actively promoted capital investment, created new jobs, enhanced educational opportunities, increased tourism, and created unique destination activities. Designed for flexibility, the 200,000-square-foot venue incorporates innovative moveable walls that can expand and contract to create four different seating capacities that range from an intimate setting of 3,400 seats to a maximum of 6,400. The SFC is equipped to host a wide array of programming, including national music and comedy artists, children and family entertainment, theatrically-staged productions, and cultural and performing arts attractions – while also providing a local option for community events.

Prior to the opening of the SFC, ACE SL (ACE SL) joined the global Ambassador Theatre Group company (now ATG Entertainment), one of the world’s premier live entertainment venue operators and theatre production companies. The City’s venue in Sugar Land remained under the full control of ACE SL, until ATG Entertainment’s role was formalized in the formal ownership structure of ACE SL in 2018. During this time, ACE SL and ATG Entertainment teams have worked phenomenally well together to achieve a level of success far exceeding all projections.

The venue is an important anchor in the University Boulevard Regional Activity Center. The surrounding area is framed by exceptional recreational venues, such as the City’s 400-acre Brazos River Park and The Crown Festival Park at Sugar Land. Across the street is the University of Houston Sugar Land campus, a Tier One campus of UH. More specifically, the 80-plus acres immediately surrounding the venue is the future MD Anderson medical campus. All of this surrounds a public plaza that was constructed at the same time as the venue and is envisioned to be a major focal point and gathering place for residents, visitors and employees, further establishing Sugar Land as one of the strongest economies in the region.

The purpose of this workshop is to provide the City Council with an update on the 2025 success of the Smart Financial Centre at Sugar Land.

Budget

Expenditure Required: N/A

Current Budget: N/A

Additional Funding: N/A

Funding Source: N/A

Account Number (ORG-OBJ-Project): N/A

Attachments

1. City of Sugar Land Presentation_2025 (2)

2025

ANNUAL REPORT

**smart
financial
centre**
at Sugar Land



2025

ANNUAL REPORT

smart financial centre at Sugar Land



- 2025 HIGHLIGHTS
- STAFF UPDATES
- MEASURING SUCCESS
- 2026 CALENDAR/GOALS

2025 – A Year of Transition

2025 presented ATG with new challenges as key staff members transitioned to other opportunities. In the absence of a permanent General Manager, Programming Director and Marketing Director for significant periods of time, existing staff stepped up in a significant way to continue the venue's success in 2025

SPECIAL RECOGNITION

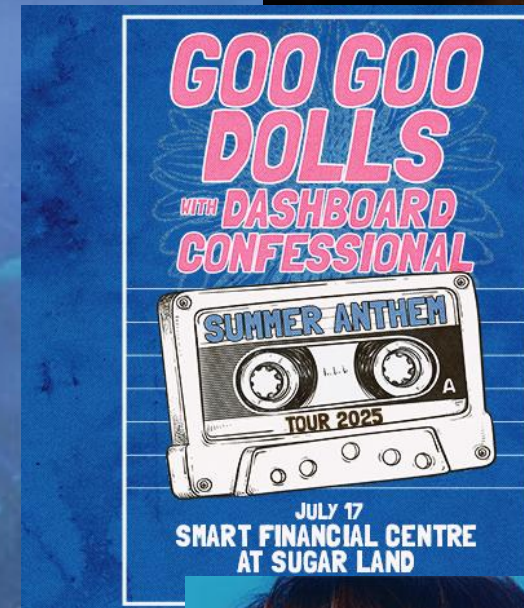
- JT Silva, Deputy General Manager
 - Assumed responsibility of the building operation for several months during the search for a new General Manager
 - Will continue to be an incredibly vital part of SFC operation
- Donna Arevalo
 - Tasked with the entire operation of the marketing department for a significant period of time
 - Worked tirelessly to serve shows, sponsors and clients and will continue to grow with SFC under the new Marketing Director

2025 HIGHLIGHTS

- 105 Ticketed Events
- 12 Private Events
- 282,739 Total Attendees
- 314,587 Paid Tickets
- \$22,664,113 Gross Ticket Sales
- Diverse List of Quality Entertainment

2025 HIGHLIGHTS

- CONCERTS
 - 72 EVENTS -
69% of Programming
- GENRES
 - LATIN: 15
 - POP/ROCK: 14
 - R&B/HIP-HOP: 13
 - WORLD: 8
 - CLASSICAL/JAZZ: 8
 - COUNTRY: 3
 - CHRISTIAN: 3
 - OTHER: 8



2025 HIGHLIGHTS

- COMEDY
 - 14 EVENTS -
13% of Programming



2025 HIGHLIGHTS

- THEATRICAL / FAMILY
 - 18 EVENTS
 - 17% of Programming

A LIVE CONVERSATION WITH
CHEVY CHASE

FOLLOWING A SCREENING OF
NATIONAL LAMPOON'S
CHRISTMAS VACATION

Smart Financial
December

NUTCRACKER!
MAGICAL CHRISTMAS BALLET

GEALIVE PRESENTS IN ASSOCIATION WITH LIONSGATE

twilight
IN CONCERT
THE FILM WITH LIVE BAND

SURROUNDED BY THE BEAUTY
OF A THOUSAND CANDLES
OCTOBER 9, 2025

ALTON BROWN: LIVE

THE Farewell TOUR
MAYBE?

A NIGHT OF
CULINARY
Spectacle
AND DELICIES

LAST BITE

MAY 9, 2025

SmartFinancial

THE
ROCK ORCHESTRA
BY CANDLELIGHT
OCTOBER 2

2025 HIGHLIGHTS



GIVAON – October 15 – 6,290 tickets sold



Anjelah Johnson-Reyes – March 29 – 6,286 sold



KATSEYE – November 29 – 6,282 sold



Marco Antonio Solis – March 29 - 6,286 sold



For King + Country – December 6 – 6,226 sold

2025 FOOD AND BEVERAGE

- \$5.1 Million in Net Sales
- 32,063 Boxes of Freshly Popped Popcorn
 - 6,212 POUNDS!
- Introduced a new buffet concept in the Mercedes-Benz of Sugar Land Lounge
 - Extremely well-received with interest growing every show

PROVIDING EMPLOYMENT

EMPLOYMENT (FULL TIME / PART TIME)

- ACE SL, LLC – 25 FT / 95 PT
- Pritchard Sports & Entertainment – 4 FT / 100 PT
- Platinum Parking – 3 FT / 50 PT
- Contemporary Service Corporation – 6 FT / 200 PT
- Law Enforcement / EMT – 30 PT
- Stagehands – 6 FT / 65 PT

- TOTAL STAFF: 44 FULL TIME / 540 PART TIME

STAFFING UPDATES

NEW LEADERSHIP TEAM MEMBERS

- **Kirk Goodman, General Manager**
 - In the Houston Market for 11 years with the Houston Dynamo and Hobby Center for the Performing Arts
 - Recently opened and managed the \$450M David Booth Kansas Memorial Stadium for University of Kansas Football
 - 30-year veteran of the live entertainment and venue management business
- **Mark Austin, Director of Programming**
 - Co-produced Bun B's Rodeo Houston Show for four years
 - Talent Buyer for 2017 Super Bowl Houston's Super Bowl LIVE events – 88 Texas bands booked over 8 days
 - Former Vice-Chairman of the Mayor's Houston Music Advisory Board
- **Melanie Moore, Director of Marketing**
 - 15+ years in entertainment marketing, including 6 years with LiveNation working across clubs, theatres, arenas and amphitheatres
 - 6 years on the artist side supporting national and global tours
 - Nearly all experience in the Houston Market – long-standing relationships with media, business and industry partners

INTERNAL PROMOTIONS

- **Corbyn Cunningham, Director of Customer Engagement**
- **Daniel Bohorquez, Customer Engagement Manager**
- **Michelle Phillips, Box Office Manager**

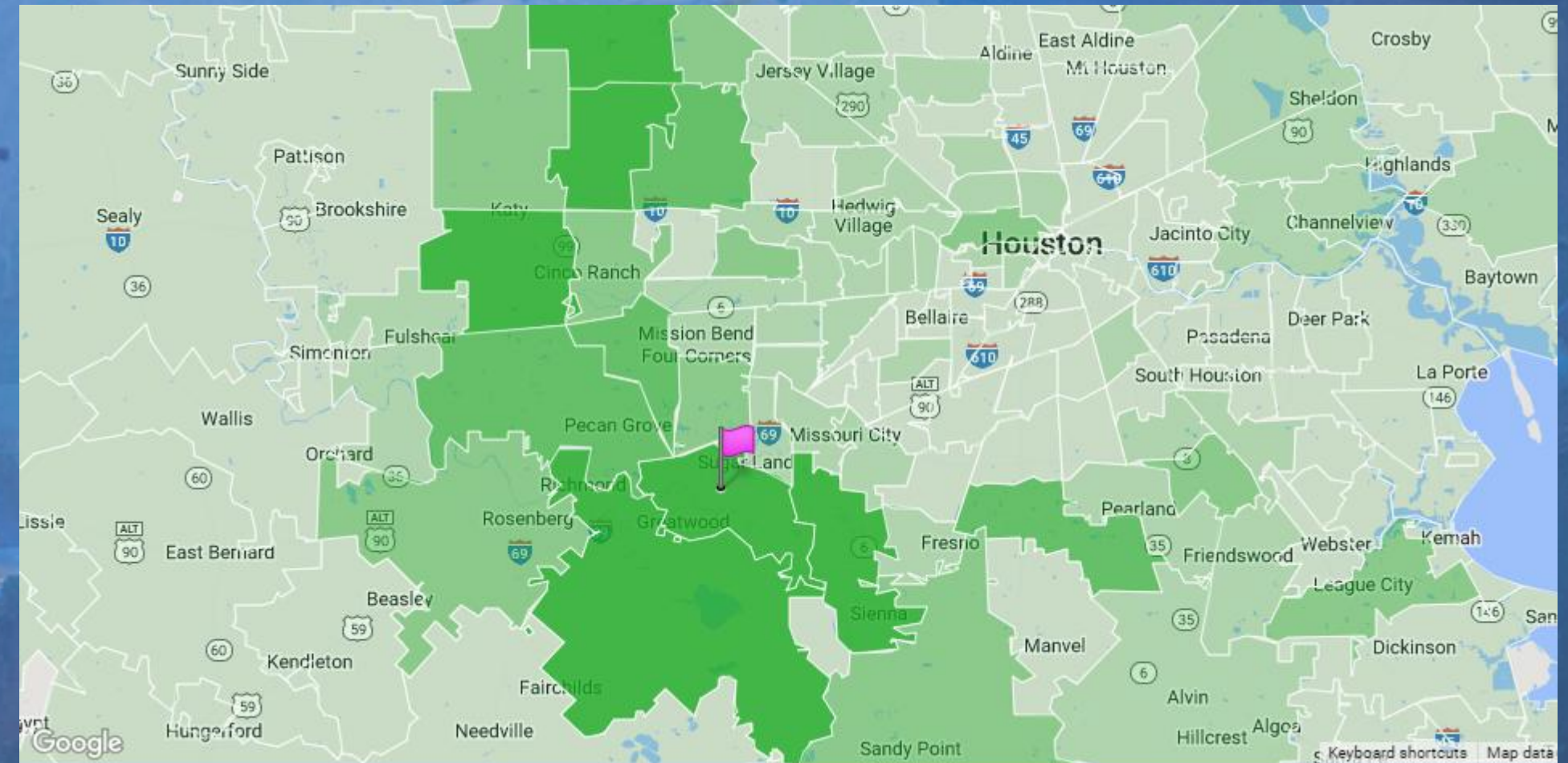
IN-HOUSE GUEST SERVICES

- Guest Services team now being managed in-house – quality control and cost savings
- Security vendor switched to Shield – Houston-based company

MEASURING SUCCESS

TICKET BUYERS BY SURROUNDING COUNTIES

HARRIS	49.91%
FORT BEND	19.54%
BRAZORIA	4.62%
MONTGOMERY	4.17%
GALVESTON	3.63%
BEXAR	1.51%
TRAVIS	1.21%
JEFFERSON	0.87%
DALLAS	0.59%



OF THE TOP COUNTIES, MORE THAN 6,000 TICKET BUYERS TRAVELED AT LEAST 150 MILES
CREATING A POSITIVE IMPACT ON SUGAR LAND HOTELS AND RESTAURANTS

MEASURING SUCCESS

2025 DEMOGRAPHICS

Smart Financial Center Demographics

FEMALE	18-24	12.89%
MALE	18-24	08.58%
FEMALE	25-34	12.09%
MALE	25-34	10.46%
FEMALE	35-44	10.73%
MALE	35-44	10.22%
FEMALE	45-54	10.76%
MALE	45-54	11.55%
FEMALE	55+	05.00%
MALE	55+	07.71%

FEMALE 51.47% MALE 48.53%



CONTINUED EFFORTS AT OFFERING DIVERSE PROGRAMMING LEADS TO AN EQUALLY DIVERSE AND WELL-BALANCED CROWD, APPEALING TO ALL SEGMENTS OF THE POPULATION

SFC IN THE COMMUNITY

- Member of numerous Chambers of Commerce
- Supported countless community initiatives
 - Sugar Land FIFA Announcement
 - Business grand openings
 - Mexican Consulate Annual Meeting
- Donated tickets to a wide variety of organizations
 - Fort Bend Women's Center and Children's Advocates
 - Tree of Hope Gala
 - Gigi's Playhouse
 - Make-A-Wish Foundation

WHAT'S COMING IN 2026

- Continued push for diversified programming appealing to all area audiences

- DIANA ROSS
- THIRD DAY
- AIR SUPPLY
- OCTOBER LONDON
- TRIUMPH
- NIKKI GLASER
- MORGAN JAY
- MARTIN LAWRENCE
- DAVID BYRNE
- RENE VACA
- MEL ROBBINS
- MANY MORE TO BE ANNOUNCED!



WHAT'S COMING IN 2026

- Planning 10TH Anniversary Celebration for 2027 to “Reintroduce” the venue to the greater Houston audience
- Continuously deliver profitable shows appealing to a wide variety of audiences and cultures
- Introduce creative concepts to maximize suite and lounge capacity
- Increase the portfolio of sponsors with innovative corporate partnerships and branding elements



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