

STATE OF TEXAS

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COUNTY OF FORT BEND

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**WORK AUTHORIZATION NO. 5  
AGREEMENT FOR PROFESSIONAL SERVICES  
RFP- 15-072**

**THIS WORK AUTHORIZATION** is made pursuant to the terms and conditions of Section II of the Professional Services Agreement entered into by and between Fort Bend County, and WSP, USA, Inc. formerly dba as Parsons Brinckerhoff, (the "Contractor"), on the 8th day of December, 2015.

**PART I.** The Contractor will perform professional services generally described as transportation planning assistance in accordance with the project description attached hereto and made a part of this Work Authorization. The Contractor's Scope of Work, Labor Estimate, and Work Schedule are further detailed in Attachments A, B, and C, respectively, which are attached hereto and made a part of the Work Authorization.

**PART II.** In accordance with the terms set in Section III, the maximum amount payable under this Work Authorization is eighty-six thousand four hundred forty dollars and no/100 (\$86,440.00). This amount is based upon fees set forth in Attachment B of this Work Authorization. In no case shall the amount paid by County under this Work Authorization No. 5 exceed the Maximum Compensation without an approved change order.

**PART III.** Payment to the Contractor for the services established under this Work Authorization shall be made in accordance with Section III of the Agreement.

**PART IV.** This Work Authorization shall become effective upon receipt of the Notice to Proceed from County and end no later than December 31, 2019. Contractor shall complete the tasks described in the Scope of Work within this time or within such additional time as may be extended by the County.

**PART V.** This Work Authorization does not waive the parties' responsibilities and obligations provided under the Agreement.

**IN WITNESS WHEREOF,** this Work Authorization is executed in duplicate counterparts and hereby accepted and acknowledged below.

*{Execution Page Follows}*

FORT BEND COUNTY

WSP, USA INC.

\_\_\_\_\_  
Robert E. Hebert, County Judge

  
\_\_\_\_\_  
Authorized Agent- Signature

Joe Willhite  
\_\_\_\_\_  
Authorized Agent- Printed Name

ATTEST:

Area Manager  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Laura Richard, County Clerk

11/13/17  
\_\_\_\_\_  
Date

Reviewed By:

\_\_\_\_\_  
Paulette Shelton, Public Transportation Director

#### AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$\_\_\_\_\_ to  
accomplish and pay the obligation of Fort Bend County under this contract.

\_\_\_\_\_  
Robert E. Sturdivant, County Auditor

## ATTACHMENT A

### SCOPE OF WORK FOR PLANNING SERVICES FOR FORT BEND COUNTY PUBLIC TRANSPORTATION

Due to a staffing shortage, Fort Bend County's Public Transportation Department (FBC) requires assistance with a variety of tasks related to project development and grants management. To support the county in meeting its obligations to state and federal grantors, WSP proposes the following:

#### Task 1. Various Planning Assignments

- a. Grants reporting
  - Assist FBC in completing required monthly, quarterly and annual reports for the Federal Transit Administration and the Texas Department of Transportation
  - Coordinate with FTA and TxDOT representatives as necessary

**Deliverable:** Completed reports as required by federal and state agencies for 3 months, if necessary

- b. Environmental documentation for Federal Transit Administration (FTA)
  - Coordinate with FTA to determine the scope of additional environmental documentation that may be needed for Westpark Park and Ride site and for Fairgrounds Park and Ride sign
  - Write memos to FTA outlining issues and questions to be answered

**Deliverable:** Revised scope for completion of environmental documentation; revised subconsultant contract based on scope changes; coordination with H-GAC on funding request

- c. Transit Facility Project Management
  - Manage design contract
    - Meet regularly with design contractor to assess progress and issues
    - Serve as liaison between contractor and county departments
    - Monitor schedules and budget
    - Prepare contract modifications as needed
    - Procurement documentation preparation, as needed

**Deliverable:** Project management through the end of 2019, if necessary

# ATTACHMENT B

## LABOR ESTIMATE

Planning Services	Project Manager (WSP)	Sr. Landscape Architect (Knudson)	Lead Planner (WSP)	TOTAL LABOR HRS	TOTAL LABOR COSTS
<b>TASK DESCRIPTION</b>					
<b>TASK 1 – Various Planning Assignments</b>					
a. Grants Reporting	2		20	22	\$2,850.00
b. Environmental Documentation - Westpark and Fairgrounds	1	20		21	\$2,965.00
c. Transit facility project management*	5	570		575	\$80,625.00
<b>HOURS SUB-TOTALS</b>	8	590	20	618	
<b>CONTRACT RATE PER HOUR</b>	\$165.00	\$140.00	\$126.00		
<b>TOTAL LABOR COSTS</b>	\$1,320.00	\$82,600.00	\$2,520.00		\$86,440.00
	0	0	0		
* Assumes 5 hrs/wk for 114 weeks, and includes procurement document preparation for 1 year, if needed					

**ATTACHMENT C**  
**WORK SCHEDULE**

	2017			2018	2019
	OCT	NOV	DEC	Jan - Dec	Jan - Dec
Planning Services					
Task 1. Planning Assignments					
a. Grants Reporting			▲		
b. Clarification of FTA Environmental Documentation - Westpark & Fairgrounds		▲			
c. Transit facility project management					▲

▲ Indicates deliverable



**CERTIFICATE OF INTERESTED PARTIES****FORM 1295**

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY  
CERTIFICATION OF FILING**

**Certificate Number:**  
2017-283191

**Date Filed:**  
11/13/2017

**Date Acknowledged:**

**1 Name of business entity filing form, and the city, state and country of the business entity's place of business.**

WSP USA Inc.  
Houston, TX United States

**2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.**

County of Fort Bend

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**

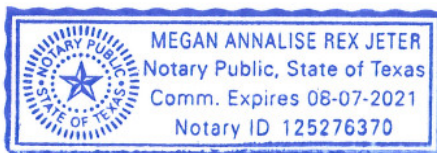
RFP-15-072, WA 5  
Transportation Planning Assistance, project development, grant management, environmental document to FTA-West Park to Fairgrounds Park & Ride, Transit Facility Project Management


4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	WSP USA Inc.	New York City, NY United States	X	

5 Check only if there is NO Interested Party. ☐

**6 AFFIDAVIT**

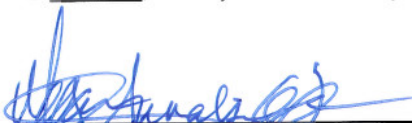
I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



  
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Frank J. Medina, this the 13th day of November, 2017, to certify which, witness my hand and seal of office.

  
Signature of officer administering oath

Megan Annalise Rex Jeter  
Printed name of officer administering oath

Notary Public  
Title of officer administering oath