

**SUPPLEMENTAL AGREEMENT NO. 1  
TO  
ENGINEERING SERVICES AGREEMENT OF  
FOR  
FORT BEND COUNTY TOLL ROAD AUTHORITY**

This Supplemental Agreement is signed in multiple counterparts to be effective on the date approved by the Fort Bend County Commissioners Court, and modifies the ENGINEERING SERVICES AGREEMENT dated September 25, 2018 (the "Agreement") between the Fort Bend County Toll Road Authority, a Texas Local Government Corporation (the "Authority"), and Halff Associates, Inc. (the "Engineer").

The Agreement is hereby modified as follows:

1. The first sentence in Section 1 is replaced with the following sentence:

"The Engineer shall render professional services to FBCTRA related to the Project as defined in the Scope of Services in Attachment A & Attachment A-1."

2. Section 2.a is replaced with the following paragraphs:

"The Maximum Compensation under this Agreement is \$169,906.00. The amount paid under this Agreement may not exceed the Maximum Compensation without an approved supplemental agreement.

Compensation for the performance of services within the Scope of Services described in Attachment A will be paid as a lump sum amount not to exceed \$94,906.00, as shown in Attachment B.

Compensation for the performance of services within the Scope of Services described in Attachment A-1 will be paid as hourly labor rates and equipment rates not to exceed \$75,000, as shown in Attachment B-1.

The Engineer shall furnish satisfactory documentation of such work (e.g. timesheets, billing rates, classifications, invoices, etc.) as may be required by FBCTRA."

This Supplemental Agreement does not alter, modify, or otherwise change any part of the Agreement, except as specifically stated in this Supplemental Agreement.

IN WITNESS WHEREOF, this Supplemental Agreement is hereby executed as follows:

FORT BEND COUNTY TOLL ROAD AUTHORITY, a  
Texas local government corporation

By:   
Bobbie Tallas (Jun 18, 2020 08:09 CDT)

Name: Bobbie Tallas

Title: Vice Chairman

Half Associates, Inc.  
ENGINEER

By: 

Name: Michael Barbier, PE

Title: Vice President

**EFFECTIVE DATE**

THIS AGREEMENT IS EFFECTIVE ON THE DATE IT IS APPROVED BY THE FORT BEND COUNTY COMMISSIONERS COURT, AND IF NOT SO APPROVED SHALL BE NULL AND VOID.

DATE OF COMMISSIONERS COURT APPROVAL: \_\_\_\_\_

AGENDA ITEM NO.: \_\_\_\_\_

ATTACHMENT A-1  
SCOPE OF SERVICES

Construction Phase and Inspection Services

During the construction of the project, the engineer will provide construction management, field observation and administrative services, as directed by FBCTRA, in conjunction with FBCTRA's other consultants (inspection and materials & testing, if assigned to the project) associated with the construction of the project.

The below tasks may be required during the project duration:

Pre-Construction Meetings

Attend pre-construction meeting and prepare meeting minutes.

Recordkeeping

Provide recordkeeping system which includes:

- Project records are filed, retained, and available for review
- NPDES permitting requirements are met
- Review of material testing requirements with the contractor and the independent testing laboratory. Keep materials testing records.

Review/Approve Contractor Schedule(s)

Assist with the review of the contractor's proposed construction schedule to ensure it meets contract requirements, it is complete, and it is an attainable schedule.

Construction Meeting(s)

Weekly or bi-weekly construction update meetings may be held with the Contractor to monitor and update project status and review outstanding design and construction issues associated with the projects. The Engineer will review, monitor and coordinate field construction issues and assist design personnel in analyzing contract modifications, change orders, requests for information (RFI's), and submittal processing

Monthly project update meetings with FBCTRA staff will be held. Additional meetings may be held if project needs require it.

Construction Engineering

Review shop drawings, prepare change orders, respond to RFI's, and provide engineering design support.

Construction Field Management

The Engineer will maintain a project diary/daily work reports (DWR) for the project that will document daily construction activities, weather conditions, time charges and contractor's resources as well as any project specific information associated with the project. This diary/DWR will also incorporate the contract items of observation and any decisions associated with the construction of the project. Traffic control plan implementation and monthly barricade inspection requirements will also be monitored and documented as required.

The Engineer will review and monitor the contractor's payment applications for compliance with the contract specifications and forward the monthly pay application to the FBCTRA for processing.

### Construction Field Inspection

Prior to beginning construction, a meeting with the FBCTRA will be held to establish an understanding of the critical items of work on the projects to be inspected, establish processes for review and submittal processing, signature authorities, as well as the QC/QA testing requirements needed for the project. Monitor designated critical items of construction for general conformance to the plans and specifications.

An independent testing laboratory, not included in this scope of services, but under separate contract, will perform all required testing (field and plant) associated with the applicable construction projects. The Engineer will review and monitor the test results during the construction phase and include all reports and actions taken in the final documentation records

FBCTRA may assign other inspection consultants for the project.

### Administrative Project Management

Coordinate with other FBCTRA consultants to maintain a document control and filing system which shall govern the distribution and file copies of all project-related correspondence, reports, plans, technical data, etc. of the Engineer and construction contractors.

### Contractors monthly construction Pay Estimates

Prepare monthly pay estimate including pay items numbers, description, units, unit costs, quantities completed that monthly, and total quantities completed. The contractor's monthly pay estimate may be used instead of the Engineer's estimate if approved by FBCTRA. Engineer shall review and confirm the accuracy of the contractor's pay estimate.

### Prepare Monthly Report

Monthly reports will be prepared for the FBCTRA to indicate overall progress of construction, including overall program costs, schedule, and overall construction status.

### Preliminary/Final "Punch List"

Prepare punch lists for the project and coordinate with the contractor to complete the punch list items. Upon completion of the punch lists, Engineer will prepare and submit a completion certification to FBCTRA. "Record" drawings prepared by the Contractor will be reviewed and approved prior to final acceptance of the project. If the Contractor is not required to provide the record drawings, the Engineer will provide them to the FBCTRA. The final project records, in accordance with the FBCTRA and County's requirements will be assembled and provided to the FBCTRA within sixty (60) days after final acceptance.

**ATTACHMENT B-1**  
**MAXIMUM BILLING RATES**  
 HALFF ASSOCIATES, INC.

<b>Labor Category</b>	<b>Level</b>	<b>Billing Rate (Maximum/Hour)</b>
<b>Engineer</b>	I	108.00
	II	126.00
	III	174.00
	IV	216.00
	V	301.00
<b>Surveyor</b>	I	92.00
	II	106.00
	III	137.00
	IV	174.00
	V	234.00
<b>Field Tech</b>	I	62.00
	II	79.00
	III	95.00
	IV	124.00
	V	169.00
<b>Office Tech</b>	I	60.00
	II	78.00
	III	100.00
	IV	125.00
	V	170.00
<b>Administrative</b>	I	66.00
	II	78.00
	III	97.00
	IV	120.00
	V	227.00
<b>Survey Crew *</b>	2-Man	175.00
	3-Man	235.00

\* Mileage will be billed at the current IRS Rate

<b>EXPENSES</b>		
<b>Field Truck**</b>	Per Month	1,200.00
<b>Cell Phone</b>	Per Month	100.00
<b>Mileage**</b>	As Needed	Current IRS Rate

\*\* Mileage will be billed at the current IRS Rate  
 except for the assigned project Field Truck






# FBCTRA - Supp No. 1 to ESA (Halff)

Final Audit Report

2020-06-18

Created:	2020-06-17
By:	Keely Campbell (keely@mullerlawgroup.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAADf6GYGDbnGklueBzJaA9MwDZ8KF_ZVuA

## "FBCTRA - Supp No. 1 to ESA (Halff)" History

-  Document created by Keely Campbell (keely@mullerlawgroup.com)  
2020-06-17 - 11:44:30 PM GMT- IP address: 184.80.241.146
-  Document emailed to Bobbie Tallas (batallas@hartmannews.com) for signature  
2020-06-17 - 11:44:51 PM GMT
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-  Document e-signed by Bobbie Tallas (batallas@hartmannews.com)  
Signature Date: 2020-06-18 - 1:09:10 PM GMT - Time Source: server- IP address: 75.148.132.45
-  Signed document emailed to Keely Campbell (keely@mullerlawgroup.com) and Bobbie Tallas (batallas@hartmannews.com)  
2020-06-18 - 1:09:10 PM GMT

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 2

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

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

Half Associates, Inc.  
Houston, TX United States

**Certificate Number:**  
2020-630907

**Date Filed:**  
06/11/2020

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

Fort Bend County Toll Road Authority

**Date Acknowledged:**  
06/12/2020

**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.**

101-1040  
Engineering Services for the Westpark Tollway Entrance Ramp at Mason Road

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Adams , Bobby	Houston, TX United States	X	
	Bargainer, Tim	Austin, TX United States	X	
	Baker, Jessica	Richardson, TX United States	X	
	Edwards, Mark	Richardson, TX United States	X	
	Ickert , Andrew	Fort Worth, TX United States	X	
	Jackson, Todd	Austin, TX United States	X	
	Kunz, Pat	Richardson, TX United States	X	
	Miller, Steven	Austin, TX United States	X	
	Moya, Mike	Austin, TX United States	X	
	Murray, Menton	McAllen, TX United States	X	
	Sagel, Joseph	Richardson, TX United States	X	
	Tanksley, Dan	Richardson, TX United States	X	
	Zapalac, Russell	Austin, TX United States	X	

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			Controlling	Intermediary

**5 Check only if there is NO Interested Party.**

**6 UNSWORN DECLARATION**

My name is \_\_\_\_\_, and my date of birth is \_\_\_\_\_.

My address is \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in \_\_\_\_\_ County, State of \_\_\_\_\_, on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.  
(month) (year)

\_\_\_\_\_  
Signature of authorized agent of contracting business entity  
(Declarant)