

STATE OF TEXAS                   §  
   §  
 COUNTY OF FORT BEND       §

**FIRST AMENDMENT TO AGREEMENT FOR CONSULTING SERVICES  
 FOR DRAINAGE ASSISTANCE BETWEEN FORT BEND COUNTY DRAINAGE  
 DISTRICT AND HALFF ASSOCIATES, INC.**

**THIS FIRST AMENDMENT** is made and entered into by and between **Fort Bend County Drainage District**, (hereinafter "District"), a body corporate and politic under the laws of the State of Texas, and **HALFF Associates, Inc.**, (hereinafter "Consultant"), a company authorized to conduct business in the State of Texas.

WHEREAS, on or about November 17, 2021, the Parties entered into *Agreement for Consulting Services for Drainage Review Assistance Between Fort Bend County Drainage District and HALFF Associates, Inc.*, (hereinafter "Agreement"), which is incorporated by reference as if set forth herein verbatim; and

WHEREAS, the parties desire to amend the Agreement to extend the Time of Performance and increase the Total Maximum Compensation under the Agreement for the completion of such additional services to be provided thereunder;

NOW THEREFORE, in consideration of the mutual covenants and conditions set forth below, the parties agree:

1. County shall pay Contractor an additional fifty thousand and 0/100 dollars (\$50,000.00) to continue providing Services under the terms and conditions of the Agreement.
2. The Maximum Compensation payable to Contractor for Services rendered is hereby increased to an amount not to exceed one hundred thousand and 0/100 dollars (\$100,000.00), authorized as follows:  
       \$50,000.00 under the Agreement; and  
       \$50,000.00 under this Amendment.
3. In no case shall the amount paid by County for all Services under the Agreement and this Amendment exceed the Maximum Compensation without written agreement executed by both parties.
4. The parties agree the terms and conditions of the Agreement have remained in effect to date and are hereby extended to end no later than September 30, 2022.

Except as provided herein, all terms and conditions of the Agreement shall remain unchanged.

FORT BEND COUNTY

*KP George*  
County Judge KP George

KP George,  
County Judge

July 26, 2022  
Date

ATTEST:

*Laura Richard*  
Laura Richard,  
County Clerk



HALFF ASSOCIATES, INC.

*Sam Hinojosa*

Authorized Agent - Signature  
Sam Hinojosa, PE, CFM

Authorized Agent- Printed Name  
Vice President

Title  
6/7/2022

Date

APPROVED:

*Mark Vogler*  
Mark Vogler, P.E., Chief Engineer

AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$ 100,000.00 to accomplish and pay the obligation of Fort Bend County under this contract.

*Robert Ed Sturdivant*  
Robert Ed Sturdivant, County Auditor



September 29, 2021  
43565

Mr. Mark Vogler, PE  
General Manager and Chief Engineer  
Fort Bend County Drainage District  
1124 Blume Road  
Rosenberg, TX 77471

RE: Proposal for On-Call Fort Bend County Drainage Reviews FY 2022

Dear Mr. Vogler,

We are pleased to present the following scope of work for on-call engineering professional services for the Fort Bend County Drainage District. The scope of services is attached as Attachment A. A rate schedule for the on-call services is attached as Attachment B.

We appreciate the opportunity to continue to work with you and the Fort Bend County Drainage District. Please do not hesitate to contact me at [shinojosa@halff.com](mailto:shinojosa@halff.com) or at (937) 777-6372 if you have any questions regarding this proposal.

Sincerely,

HALFF ASSOCIATES, INC.

A handwritten signature in black ink, appearing to read "SHINOJOSA", with a stylized flourish extending to the right.

Sam Hinojosa, PE, CFM  
Water Resources Regional Practice Leader

C: Andrew Moore, PE, CFM  
Ryan Londeen, PE, CFM



**Attachment A**  
**Scope of Work**  
**Drainage Review Assistance Services**

Halff Associates, Inc. (Consultant) will provide assistance in review of drainage reports submittals for Fort Bend County Drainage District (District).

**TASK 1. MANAGEMENT**

Consultant will manage the work outlined in this scope to help facilitate the efficient use of Consultant's and District's time and resources. Consultant will manage change, communicate, coordinate internally and externally as needed, and address issues with the District's Project Manager and others as necessary to make progress on the work.

1.1 Managing the Team

- Lead, manage and direct team activities
- Establish quality control practices in performance of the work
- Communicate internally among team members
- Task and allocate team resources

1.2 Communicating and Reporting

- The Consultant will maintain a log of all drainage reviews in a manner approved by the District's Project Manager. The log will include project name and number, dates of receipt of reports, review costs, name of review engineer, date of completion of review, and status of review.
- At the request of the District's Project Manager, the Consultant will attend meetings with the Developer and Developer's Engineer to discuss comments. The Consultant will not discuss review comments or meet with Developers or Developer's Engineers concerning the review project outside of the District meetings unless requested by District Staff.
- The Consultant will prepare invoices, in accordance with Attachment B to this standard agreement, and submit monthly in the format requested by the District.

**DELIVERABLES**

- A. Drainage Review Logs
- B. Digital Copies of all correspondence with Applicants
- C. Monthly Invoices
- D. Monthly Progress Reports

## **TASK 2. TASK ORDER IMPLEMENTATION**

### **2.1 Initiate Task Order Request**

The District's Project Manager or (designated representative) will provide Consultant with digital copies of all submitted materials. The District will specifically request the type of review needed. The files will include the information submitted to the District such as completed checklists, plans, computations, reports, and computer models. The District's Project Manager should also provide additional background information needed by the Consultant such as the existence of known downstream drainage problems and flooding.

### **2.2 Initial Review**

Drainage reports and applicable models will be reviewed for conformance with the most current Drainage Criteria Manual for Fort Bend County. Comments will be summarized in a transmittal letter. The Consultant will be available to discuss comments with the District's Project Manager as needed. The District's Project Manager will be responsible for providing comments to the Developer and Design Engineer. Initial reviews shall be completed within 14 calendar days of notification from District's Project Manager.

### **2.3 Subsequent Review**

Up to one additional review of revised drainage reports and models will be performed by the Consultant. Additional reviews are not included in this contract. The review will be completed within 14 calendar days of notice of re submittal.

If initial comments issued during the initial review have been addressed in the subsequent submittal, Consultant will prepare a letter notifying District's Project Manager that the submittal complies with current drainage criteria for Fort Bend County.

If initial comments are not fully addressed in the subsequent submittal, comments will be issued in the same manner as for initial reviews.



**Attachment B  
Compensation  
Drainage Review Assistance Services**

Consultant will be compensated for performing services enumerated in **Attachment A** as follows:

**MAXIMUM RATE SCHEDULE**

<u>Position</u>	<u>Maximum Hourly Rate</u>
Principal-in-Charge	\$300.00
Project Manager	\$180.00
Senior Project Manager	\$265.00
QA/QC Manager	\$225.00
Project Engineer	\$155.00
Senior Engineer-in-Training	\$130.00
Graduate Engineer (EIT)	\$115.00
Senior GIS Analyst	\$155.00
GIS Analyst	\$95.00
CADD Manager	\$140.00
CADD Technician	\$100.00
Administrative /Clerical Support	\$90.00

# 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

**Certificate Number:**  
2022-909858

**Date Filed:**  
07/13/2022

**Date Acknowledged:**  
07/26/2022

**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

**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 Drainage District

**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.**

200261  
Drainage Report Reviews

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Zapalac, Russell	Austin, TX United States	X	
	Tanksley, Dan	Richardson, TX United States	X	
	Sagel, Joseph	Richardson, TX United States	X	
	Pylant, Ben	Fort Worth , TX United States	X	
	Murray, Menton	McAllen, TX United States	X	
	Moya, Mike	Austin, TX United States	X	
	Miller, Steven	Austin, TX United States	X	
	Llewellyn Sr., Mark	Tallahassee, FL United States	X	
	Killen, Russell	Richardson, TX United States	X	
	Jackson, Todd	Austin, TX United States	X	
	Ickert, Andrew	Fort Worth, TX United States	X	
	Edwards, Mark	Richardson, TX United States	X	
	Bertram, Shawn	Austin , TX United States	X	
	Baker, Jessica	Richardson, TX United States	X	

# CERTIFICATE OF INTERESTED PARTIES

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2 of 2

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200261  
Drainage Report Reviews

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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)