

FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF LEAGUE CITY
AND ARDURRA GROUP, LLC.

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This First Amendment (“Amendment”) is entered into between the City of League City (“City”) and Ardurra Group, LLC. (“Professional”) on the date set forth below.

RECITALS

WHEREAS, the City and Professional entered into an Agreement (“Agreement”) on January 24, 2018, whereby Professional agreed to provide professional services related to Disaster Recovery Consulting Service related to Hurricane Harvey (the “Project”) and the Agreement is incorporated into this Amendment by reference; and

WHEREAS, the City wishes to amend the Agreement to 1) add Grant Application Services and 2) increase the total compensation by \$218,500.00, which is an increase of 73.00% of the original compensation amount; and

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto hereby agree to the following terms:

TERMS

1. The above-listed recitals are true and correct and hereby incorporated into this Amendment.
2. The Scope of Services of the Agreement shall be amended to add Exhibit A-2, which is attached and incorporated herein, and which can be generally described as incorporating additional engineering and planning services.
3. The total compensation under the Agreement shall be increased from \$300,000.00 to \$518,500.00.
4. The below-listed chart shows the summary of fees for this Project:

Summary of Fees:

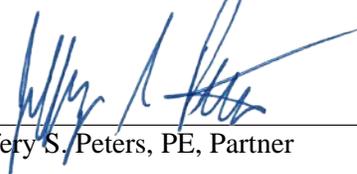
Original Agreement:	\$ 300,000.00
First Amendment	<u>\$ 218,500.00</u>

Total Amended Agreement Amount:	\$ 518,500.00
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5. Except as expressly provided in this Amendment, all other terms, conditions and provisions of the Agreement shall continue in full force and effect as provided therein.

Executed this 15th day of June, 2018

ARDURRA GROUP, LLC.



Jeffery S. Peters, PE, Partner

CITY OF LEAGUE CITY

John Baumgartner, City Manager

ATTEST:

Diana Stapp, City Secretary

APPROVED AS TO FORM:

Nghiem V. Doan, City Attorney

June 15, 2018



Mr. Ryan Edghill
Emergency Management Coordinator
Office of Emergency Management
City of League City
555 West Walker
League City, Texas 77573

Subject: City of League City
Section 404 HMPG Application Services
Hurricane Harvey Damage Inventory and Related Tasks

Dear Mr. Edghill:

Engineering
& Disaster
Management

Per your request, Ardurra Group, LLC ("Ardurra") is pleased to submit this proposal to the City of League City (City) to provide professional services and technical assistance to complete a minimum of 10 and up to 20 Section 404 Hazard Mitigation Grant Program applications resulting from Hurricane Harvey (DR-4332).

A detailed scope of services is attached as **Exhibit A**. Ardurra proposes to complete each application in a lump sum amount of \$10,925 each for a total not to exceed amount of \$218,500.00. Ardurra will not start any work on any specific application without prior written or electronic (email) authorization. Should the City elect to cancel an application prior to completion, Ardurra will invoice for work completed up to that point (on a percent complete basis) for partial payment (not to exceed the maximum amount of \$10,925).

We will not exceed our quoted budget unless the nature of the project changes. Your approval will be secured before any extra charges are incurred.

Services will be billed monthly in accordance with the scope of services for work incurred. Payment terms will be per the original contract terms.

Feel free to contact me to at (713) 385-5601 to discuss any questions you may have. Thank you for the opportunity to propose these services for the City.

Very truly yours,

Jeffrey S. Peters, P.E., BCEE
Client Accounts Manager
TBPE Firm Registration No F-17004

cc: Mr. Christopher Sims, Director of Engineering, City of League City

Ardurra Group, LLC
2032 Buffalo Terrace
Houston, TX 77019
346.666.5130
Ardurragroup.com

EXHIBIT A

SCOPE OF SERVICES

Section 404 Hazard Mitigation Grant Program (HMGP) Application Preparation

CONSULTANT will provide professional services and technical assistance to support the Applicant to apply for Public Assistance for Post Declaration for completing at least 10 and up to 20 Section 404 Hazard Mitigation Grant Program (HMGP) applications as described in the following paragraphs.

CONSULTANT will assist with completing the required documentation for submission to the State of Texas, Texas Division of Emergency Management Recovery, Mitigation and Standards.

1.1 Completion of Required Documentation

The CONSULTANT is to complete Section 404 HMGP applications for requested projects consisting of the following documentation as needed:

- 1.1.1 Application (with supporting documents used for additional space or to clarify answers)
- 1.1.2 Map(s), Photo(s), Drawing(s), etc. as required in the application
- 1.1.3 EHP Checklist.
- 1.1.4 FEMA Insurance Rate Map (FIRM) per the EHP Checklist
- 1.1.5 Supporting Documentation per EHP Checklist
- 1.1.6 Budget Worksheet
- 1.1.7 Property Site Inventory Worksheet
- 1.1.8 BCA zip file
- 1.1.9 Certification and Signature of Authorized Agent
- 1.1.10 Floodplain Manager Authorization Form
- 1.1.11 DSA Form
- 1.1.12 SF424 forms (SF424, SF424B and SF424D)
- 1.1.13 FEMA Form Certifications Regarding Lobbying
- 1.1.14 FEMA Form Disclosure of Lobbying Activities

1.2 Scope of Work for Supporting Documentation

The CONSULTANT shall provide the following services to in support of completing and submitting the Section 404 HMGP grant application as needed:

- 1.2.1 Project Objectives - Problem Solutions/Hazard Reduction
- 1.2.2 Project Objectives - Outcome, Level of Effort and Milestones
- 1.2.3 Milestones/Timeline
- 1.2.4 Project Objectives - Project Staff and Management
- 1.2.5 Damage History - Overview of Past Damage
- 1.2.6 Project Location details
- 1.2.7 Population and Structures Affected by Project
- 1.2.8 Necessary maps and project exhibits
- 1.2.9 Photos, Sketches, Drawings, Engineer concepts
- 1.2.10 Environmental Historical Preservation (EHP) compliance
- 1.2.11 Budget/Construction Cost Information
- 1.2.12 Benefit Cost Analysis development

1.3 Project Management

The CONSULTANT shall perform work that is considered Project Management to seamlessly and efficiently support the CITY 's grants and program objectives. CONSULTANT may perform services and work necessary to complete the following objectives and tasks:

- 1.3.1 Contact CITY departments and CONSULTANT's to the CITY for information and coordinate their participation
- 1.3.2 Assist in plenary activities related to federal and state grants
- 1.3.3 Oversee and coordinate project decisions
- 1.3.4 Participate in document and data management
- 1.3.5 Provide coordination services between CITY departments on capital projects.

Exhibit A - Fee Schedule and Breakdown
City of League City
Hurricane Harvey Damage Inventory and Related Tasks

Task No.	Task Description	Sr Advisor Disaster Recovery		Engineer II (EIT)		Administrative		OP \$	ODC \$	Totals \$	Total hrs
		\$220 /hr	/hr \$	\$110 /hr	/hr \$	\$90 /hr	/hr \$				
	HMGP Application Preparation and Submittal										
1	Application (with supporting documents and/or to clarify answers)	0.5	\$110	3	\$330	2.5	\$225	\$0	\$0	\$665	6.0
2	Map(s), Photo(s), Drawing(s), etc. as required in the application	0.5	\$110	0	\$0	2	\$180	\$0	\$0	\$290	2.5
3	EHP Checklist	0.5	\$110	2	\$220	6	\$540	\$0	\$0	\$870	8.5
4	FEMA Insurance Rate Map (FIRM) per the EHP Checklist	0.5	\$110	0	\$0	1	\$90	\$0	\$0	\$200	1.5
5	Supporting Documentation per EHP Checklist	0.5	\$110	0.5	\$55	2	\$180	\$0	\$0	\$345	3.0
6	Budget Worksheet	0.5	\$110	1	\$110	0.5	\$45	\$0	\$0	\$265	2.0
7	Property Site Inventory Worksheet (Required for Acquisition, Elevation and Mitigation Reconstruction projects)	0.5	\$110	0	\$0	2	\$180	\$0	\$0	\$290	2.5
8	BCA file	0	\$0	0	\$0	2	\$180	\$0	\$0	\$180	2.0
9	Certification and Signature of Authorized Agent (page 10 of the application)	0.5	\$110	0	\$0	1	\$90	\$0	\$0	\$200	1.5
10	Floodplain Manager Authorization Form (page 11 of the application)	0.5	\$110	0	\$0	1	\$90	\$0	\$0	\$200	1.5
11	DSA Form	0.5	\$110	0	\$0	1	\$90	\$0	\$0	\$200	1.5
12	All three SF424 forms (SF424, SF424B and SF424D)	0.5	\$110	0	\$0	1	\$90	\$0	\$0	\$200	1.5
13	FEMA Form Certifications Regarding Lobbying (also includes Debarment, Suspension and Other Responsibility Matters; and Drug Free Workplace Requirements)	0	\$0	0	\$0	1	\$90	\$0	\$0	\$90	1.0
14	FEMA Form Disclosure of Lobbying Activities (Complete to disclose lobbying activities pursuant to 31U.S.C.1352)	0	\$0	0	\$0	1	\$90	\$0	\$0	\$90	1.0
15	Project Objectives - Problem Solutions/Hazard Reduction	1	\$220	4	\$440	1	\$90	\$0	\$0	\$750	6.0
16	Project Objectives - Outcome, Level of Effort and Milestones	1	\$220	4	\$440	1	\$90	\$0	\$0	\$750	6.0
17	Milestones/Timeline	0.5	\$110	1.5	\$165	0.5	\$45	\$0	\$0	\$320	2.5
18	Project Objectives - Project Staff and Management	2	\$440	3	\$330	1	\$90	\$0	\$0	\$860	6.0
19	Damage History - Overview of Past Damage	0.5	\$110	1	\$110	3	\$270	\$0	\$0	\$490	4.5
20	Project Location	0.5	\$110	1	\$110	2	\$180	\$0	\$0	\$400	3.5
21	Population and Structures Affected by Project	0.5	\$110	1	\$110	2	\$180	\$0	\$0	\$400	3.5
22	Additional MAPS	0	\$0	1	\$110	2	\$180	\$0	\$0	\$290	3.0
23	Photos, Sketches, Drawings, Engineer Designs, etc	0.5	\$110	1	\$110	1	\$90	\$0	\$0	\$310	2.5
24	Environmental Historical Preservation (EHP) Compliance	0.5	\$110	3.5	\$385	0.5	\$45	\$0	\$0	\$540	4.5
25	Budget Information	1	\$220	3.5	\$385	0.5	\$45	\$0	\$0	\$650	5.0
26	Benefit Cost Analysis	2	\$440	5	\$550	1	\$90	\$0	\$0	\$1,080	8.0
	Total	15.5	\$3,410	36	\$3,960	39.5	\$3,555	\$0	\$0	\$10,925	91.0

Notes: 1. OP = Outside Professional; ODC = Other Direct Costs