Town of Double Oak Work Order Authorization Agreement For Professional Engineering Services with Halff Associates, Inc.

Storm Water Management Plan (SWMP) FY 2023 Work Order Authorization March 2, 2023

Scope of Work:	Halff's proposed services will include assisting the Town in the development of a Year 4 Annual Report in compliance with the TCEQ MS4 storm water rules and regulations referred to in draft TPDES General Permit No. TXR040000.Year 4 Annual Report1. Gather information from Town Staff		
	2. Prepare checklist and timeline for following year SWMP implementation		
	3. Provide information for self-training and other training opportunities.		
	4. Prepare and submit Annual Report for submittal to TCEQ		
	5. This task includes one (1) revision to the Annual Report to be submitted to TCEQ		
	 <u>Scope Exclusions:</u> 1. Implementation of the SWMP activities. Town Staff shall implement the SWMP activities and goals. 		
	2. Year 4 annual report assistance to be provided in the future upon written approval from the Town.		
Deliverables:	1. Year 4 Annual Report (One revision and re-submittal to TCEQ)		
Items Furnished by Town:	1. To be coordinated during Data Collection task.		
Schedule:	Complete and submit to TCEQ by March 31, 2023		

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Fees:	Tasks (Authorized to begin work upon signed Work Order):		
	Year 4 MS4 Annual Report (FY 2022)	\$ <u>7,500.00</u>	
	Total Fee:	\$7,500.00	
	This is a <u>Lump Sum Fee</u> and will be billed based on percent of completion on the project. A separate fee will be charged for each future annual report (i.e. –Year 1).		

Halff Associates is performing the services above under the terms and conditions described in the **Agreement for Professional Engineering Services**, dated October 7, 2008, between Halff Associates and the Town of Double Oak. Halff Associates will bill the above described services under AVO 37946.

Submitted:

HALFF ASSOCIATES, INC.

1.7. Mps

Signature

By:

Jacob T. Hays

Printed Name

Public Works Team Leader Title

March 3, 2023

Date

Approved:

TOWN OF DOUBLE OAK, TEXAS

rece By:

Signature

Eileen Kennedy

Printed Name

Town Secretary

Title

March 6, 2023

Date

MS4 Annual Report 03-02-2023.docMS4 Annual Report (03-04-2023).doc 3/2/2023