



Contract Amendment

No. 1

Office of the Purchasing Agent
Collin County Administration Building
2300 Bloomdale Rd, Ste 3160
McKinney, TX 75069
972-548-4165

Vendor: Carter & Burgess, Inc.
777 Main Street
Fort Worth, TX 76102-5304
Attn: Joan Flowers, CPSWQ

Contract Storm Water Management Program
Contract No. 12179-08
Effective Date 22-Jun-09

Awarded by Court Order No.: 2007-1120-12-18
Contract Amendment Court Order No.: 2009-440-06-22

YOU ARE DIRECTED TO MAKE THE FOLLOWING AMENDMENT TO THIS CONTRACT

Modify Scope of Services to include Year 2 Support Services in accordance with the the attached statement of work dated 5/20/09, and extend the period of performance.

Increase in Scope of Services: \$28,034.00 (Year 2 Support Services Tasks 800 through Task 1001)

Period of Performance: 6/1/2009 through 12/31/2009

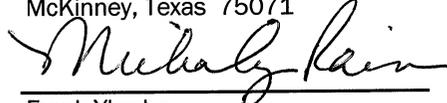
Previous Total \$53,455.00
Amendment No. 1 \$28,034.00
New Total \$81,489.00

Except as provided herein, all terms and conditions of the contract remain in full force and effect and may only be modified in writing signed by both parties.

ACCEPTED BY:


SIGNATURE Kevin P. Nelson
TITLE: Vice President
DATE: June 17, 2009

ACCEPTED AND AUTHORIZED BY
AUTHORITY OF COLLIN COUNTY
COMMISSIONERS' COURT

Collin County Administration Building
2300 Bloomdale Rd, Ste 3160
McKinney, Texas 75071

Frank Ybarbo
Purchasing Agent
DATE: 6/22/09

Cost Proposal
For
Collin County's
Phase II Storm Water Management Program
Year 2 Support Services

Introduction

Collin County (County) has engaged Carter and Burgess, Inc. (Engineer) in discussions to assist the County with Year 2 Support Services for the County's TPDES Phase II Storm Water Management Program. Services will include facilitation of the County Storm Water Stakeholders Group meeting, preparation of the Year 2 Annual Report to the Texas Commission on Environmental Quality (TCEQ) and preparation of an update of the County's Spill Prevention, Control and Countermeasure (SPCC) Plan.

SCOPE OF SERVICES - Year 2 Support Services

Basic Services

Stakeholders Group / Public Involvement

Task 801 - County Storm Water Stakeholders Group Meeting

Carter and Burgess will facilitate and conduct one (1) meeting of the County Storm Water Stakeholders Group. The Meeting will be held in Year 3 of the County's permit to review the Year 2 progress with stakeholders and review the Year 2 annual report prior to submission to TCEQ. Carter and Burgess will prepare the Stakeholder invitation letters for the County to distribute, prepare a PowerPoint presentation and Stakeholder handouts for the meeting. Carter and Burgess will also make arrangements and provide lunch for the Stakeholders meeting.

The County will provide the meeting place and mail the invitation letters to Stakeholders.

Deliverables: Invitation Letter, PowerPoint Presentation, Attendance Sheets and Meeting Minutes

Year 2 Annual Report to TCEQ

Carter and Burgess will assist the County in assembling the performance data and compile the annual report for Year Two of the Phase II TPDES SWMP. The Annual Report will contain a number of elements including:

- Status and documentation of compliance with the BMP measurable goals
- Status of any additional control measures implemented by the permittee
- A summary of the results of the information collected and analyzed
- A summary of activities planned for the next reporting cycle

- Proposed changes to the storm water management program
- Number of County construction activities and total number of acres disturbed
- Number of construction activities that occurred within the County's jurisdiction

The Year Two Annual Report will be prepared and finalized by November 11, 2009 for the County to submit to the TCEQ.

Task 901 - Meeting with County Staff

Carter and Burgess will attend two (2) meetings with County staff during preparation of the Year 2 annual report to coordinate the transfer of data and information for the report.

Task 902- Draft Annual Report Preparation

Carter and Burgess will prepare a draft of the annual report for the County and Stakeholders to review prior to submission to TCEQ. Carter and Burgess will scan all supporting documentation provided by the County into digital format for the annual report. Lengthy documentation will be abbreviated or summarized for inclusion in the annual report (as appropriate).

Task 903 - Final Annual Report to TCEQ

Carter and Burgess will incorporate comments received from the County and the Stakeholders into the Final Annual Report and format report for submission to TCEQ. The Annual report will be provided in digital (pdf) and hardcopy formats. Five (5) copies of the final report will be supplied to the County. Two (2) for submission to TCEQ and three (3) for the County.

Task 904 - Notice of Change and Revised SWMP Pages

Carter and Burgess will prepare the Notice of Change for the County to submit to TCEQ to reflect any deviations from the proposed schedule of implementation for the BMPs. Revised SWMP BMP pages will also be prepared to update the County's SWMP binders.

Deliverable: Draft and Final Year Two Annual Reports, in both hardcopy (5 copies) and digital formats, Notice of Change forms, and Updated SWMP BMP pages.

Spill Prevention Control and Countermeasure (SPCC) Plan Update

Task 1001 – SPCC Plan Update

Carter and Burgess will conduct an on-site inspection and facility review for the County Equipment Services Department to update the Spill Prevention Control and Countermeasure Plan. The current SPCC plan was developed on October 1, 2004 for two County facilities: the Wilmeth Road Service Center and the Farmersville Barn. Carter and Burgess personnel will tour the facilities and confirm storage quantities, procedures and inspection logs. Carter and Burgess will update the SPCC plan based on current regulations.

Deliverable: The deliverable for this task will include draft and final SPCC plans.

EXCLUSIONS

Services specifically excluded from this proposal include but are not limited to:

- Legal and accounting services for the project not specifically described above
- Additional project meetings not specifically described above
- Cost of filing, permitting or reviewing fees
- Technical support for negotiation issues
- Testimony as an expert witness in any litigation
- Public notice / public meetings not specifically described above
- Other services not specifically enumerated above

I. COMPENSATION – YEAR 2 SUPPORT SERVICES

For the engineering services described above in the Year Two Support Services, the County agrees to compensate the Engineer a total lump sum fee in the amount of **TWENTY EIGHT THOUSAND THIRTY FOUR DOLLARS AND ZERO CENTS (\$28,034.00)** for the Basic Services. Payment terms will be as described below.

Backup for the Year 2 Support Services fee is shown on the attached labor and expense tables.

II. COMPENSATION - ADDITIONAL SERVICES

For any Additional Services requested, we propose a fee computed on an hourly basis, with labor billed at the employee's raw hourly salary rate times a multiplier of 3.25, plus reimbursable expenses, as the work is requested. Payment terms will be as described below.

III. PAYMENT SCHEDULE

Payment of fees for Year 2 Support Services shall be monthly according to the percent of completed work by task. Cumulatively, the monthly invoices shall not exceed the fixed fee stated above unless changes in the scope of work are authorized. Payment of fees for the Additional Services shall be monthly according to the detailed invoices for those employees working on the project and reimbursable expenses. Payments shall be past due 30 days following the date of invoice.

IV. PROJECT SCHEDULE

The Year 2 Support Services tasks will be completed by November 12, 2009, pending the timely scheduling of intermediate project meetings described above. Schedules for Year 2 support and additional services tasks will be negotiated by mutual agreement upon the County's issuance of a notice to proceed to those support and additional services tasks.

**Collin County Phase II Storm Water Program - Year 2 Support Activities
Fee Estimate 05/20/2009**

TASK NO	TASK DESCRIPTION	PRINCIPAL	PM SR ENGR	SENIOR ENV. SCI.	ENV. SCI.	TECH	CLERICAL	LABOR COST	EXPENSE COST	TASK SUB-TOTAL
BASIC SERVICES										
Stakeholders Groups / Public Involvement										
801	County Stakeholders Group Meeting (1)	1	12	24			2	\$5,230	\$435	\$5,665
								\$5,230	\$435	\$5,665
Year 2 Annual Report										
901	Meeting with County Staff (2)	1	8	8				\$2,520	\$187	\$2,707
902	Draft Annual Report Preparation	1	8	40			4	\$6,580	\$385	\$6,965
903	Final Annual Report to TCEQ	1	4	24			4	\$3,980	\$385	\$4,365
904	Notice of Change and Revised SWMP Pages	1	4	8			2	\$1,950	\$99	\$2,049
								\$15,030	\$1,056	\$16,086
SPCC Update										
1001	SPCC Update (1 Plan for 2 Facilities)	1	4	32	8	8	2	\$5,870	\$413	\$6,283
								\$5,870	\$413	\$6,283
	Basic Services Total Hours	6	40	136	8	8	14			
	Basic Services Total Cost	\$1,200	\$6,800	\$16,320	\$560	\$480	\$770	\$26,130	\$1,904	\$28,034