

EXHIBIT A
SCOPE OF SERVICES AND COMPENSATION

Jacobs Engineering Group Inc. (Jacobs) will provide this scope of professional services for Collin County (County), Texas.

This Exhibit A is a part of the Agreement between the parties and is incorporated by reference therein. The basis of compensation for Jacobs providing the services as described herein is defined in Appendix 1 to this Exhibit and is incorporated by reference.

A. SCOPE OF SERVICES

I. COLLIN COUNTY'S PHASE II STORM WATER MANAGEMENT PROGRAM (SWMP) UPDATE

A. SWMP Revision and Permit Renewal

Task 3101 – Meeting with County Departments

Jacobs will attend one (1) kick-off meeting with the County staff to review the project scope and timeline. A client expectation survey will be performed to identify project expectations.

During the meeting, County staff will review the effectiveness of current BMPs based on extent of implementation and other performance measures (as appropriate). County staff will identify any ineffective or marginally effective BMPs that may be eliminated or substituted in the second permit term.

Task 3102 - Identify New Program Areas/Permit Requirements

Jacobs will research permit renewal requirements for the Phase II MS4 General Permit based on the effective permit adopted by TCEQ on December 13, 2013 to identify any new permit requirements that were not included in the existing SWMP. This task will focus on requirements for Level 2 Regulated MS4s which includes non-traditional MS4s such as counties.

Jacobs will review the final Phase II MS4 General Permit and identify new program areas and new requirements that apply to Collin County and prepare a technical memorandum outlining these requirements.

Task 3103- Preliminary BMP Recommendations

Based on the meeting with County staff (Task 3101), Jacobs will develop preliminary BMP recommendations for each minimum control measure. The deliverable for this task will consist of a brief technical memo summarizing the preliminary BMP recommendations.

Task 3104- Development of Measurable Goals and 5-Year Program

For each recommended BMP, Jacobs will work with County staff to develop measurable goals utilizing EPA/TCEQ guidance and existing County program information from the County department meetings, and establish responsibilities for the implementation of the BMPs.

Based on the BMPs recommended in Task 3105, Jacobs will develop a preliminary 5-year implementation schedule for each minimum control measure. Tasks to be performed during the 5-year permit term will be identified, along with resource requirements and proposed implementation schedule.

Task 3105- Draft Storm Water Management Program (SWMP) Compilation

The previously developed program elements for each of the minimum control measures will be compiled into a master document along with the other task deliverables prepared as part of this project. The draft SWMP will be prepared and submitted to County staff electronically via email.

Task 3106- Final Storm Water Management Program (SWMP)

Comments from County staff will be incorporated to prepare the final SWMP document. Four copies of the final SWMP will be prepared and submitted to County staff. Electronic copies will be submitted in PDF and Microsoft Word format.

Task 3107- Preparation of NOI

The County's NOI document (using the form provided on TCEQ's web site) for coverage under the TPDES Small MS4 General Permit will be completed for permit renewal within 180 days of effective date of permit (or by deadline specified in final permit). Jacobs will prepare the NOI submittal forms and payment to TCEQ for the NOI.

Two hardcopies of the NOI will be prepared and submitted to County staff for signature and submittal to TCEQ.

B. ADDITIONAL SERVICES

From time to time, the County may require additional services to those described in Section A above. Jacobs will provide these services and be compensated, additional to the total contract amount shown in Appendix 1, Section A including all modifications by mutual agreed change orders, in accordance with the terms described in Appendix 1, Section B.

I. ADDITIONAL SERVICES EXAMPLES

Additional Services may consist of, but not be limited to, the following items:

- A. Legal and accounting services for the project not specifically described above,
- B. Additional project meetings not specifically described above,
- C. Cost of filing, permitting or reviewing fees not specifically described above,
- D. Technical support for negotiation issues,
- E. Testimony as an expert witness in any litigation,
- F. Publication of public notice in newspaper
- G. Public notice / public meetings not specifically described above, and
- H. Other services not specifically enumerated above.

C. GENERAL CONDITIONS

This Exhibit A is based on the following general conditions.

I. GENERAL CONDITIONS LISTING

- A. The County will provide suitable meeting rooms for project meetings.
- B. The County will provide performance data and documentation regarding BMP implementation in a timely manner.
- C. The County will review of the state impaired waters list prepared under Section 303(d) of the Clean Water Act and provide a list of impaired segments and/or segments with proposed Total Maximum Daily Loads (TMDLs) or Implementation Plans (IPs) to Jacobs for inclusion in the SWMP.
- D. The County will provide maps and exhibits that depict waterbodies which may be impacted by the County's MS4.

D. JACOBS' CONTACT FOR ALL CORRESPONDENCE

Please direct all correspondence to: Joan Flowers
Project Manager
Jacobs Engineering Group Inc.
777 Main Street
Fort Worth, Texas 76102
(817) 735-6068 (office)
(817) 897-1121 (cell)

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APPENDIX 1
BASIS OF COMPENSATION

This Appendix 1 to Exhibit A defines the basis of compensation to Jacobs for providing the Scope of Services in Exhibit A and is incorporated by reference therein.

A. COMPENSATION SCHEDULE

For the engineering services described in Exhibit A for the SWMP Revision and Permit Renewal, the County agrees to compensate Jacobs a total lump sum fee in the amount of **TWENTY ONE THOUSAND FOUR HUNDRED TWENTY TWO DOLLARS AND ZERO CENTS (\$21,422.00)** for the Basic Services. Payment terms will be as described below.

I. ENGINEERING SERVICES

A. SWMP REVISION AND PERMIT RENEWAL

Task 3101 – Meeting with County Departments	\$ 2,462.00
Task 3102 – New BMPs and Program Areas	\$ 1,080.00
Task 3103 – Preliminary BMP Recommendations	\$ 2,866.00
Task 3104 – Development of Measurable Goals	\$ 2,203.00
Task 3105 – Draft SWMP Preparation	\$ 8,580.00
Task 3106 – Final SWMP Preparation	\$ 3,641.00
Task 3107 – Preparation of NOI	\$ 365.00

Sub-Total Professional Services **\$21,197.00**
Expenses..... **\$ 225.00**

TOTAL CONTRACT AMOUNT.....\$21,422.00

Payment of fees for the SWMP Revision and Permit Renewal 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.

II. REIMBURSABLE EXPENSES

In performance of the Scope of Services described in Exhibit A, the following types of expenses are contemplated in the Total Contract Amount shown above. These are considered reimbursable expenses and Jacobs will be compensated for providing same in accordance with the following.

A. Reimbursable Expenses include the following items:

1. Out-of-pocket expenses related to courier expenses and reprographics shall be reimbursed at cost.

2. Cost of permits or fees required by regulatory agencies or departments obtained on behalf of the County shall be reimbursed at cost. The County will have the option to pay the fees directly.
- B. Cost for all travel expenses incurred by employees related to the performance of the Work in accordance with Jacobs' standard policies. Compensation for mileage will be at the standard IRS rate at the time incurred.

B. ADDITIONAL SERVICES COMPENSATION BASIS

Jacobs will be compensated for Additional Services provided, and not specifically identified in Exhibit A, on a time and expense basis at Jacobs' standard rates plus non-labor expenses, as defined below.

I. GENERAL COMPENSATION

- A. All labor expended in performance of the work at Jacobs' standard rates.
 1. Jacobs' standard work week is 40 hours.
 2. The rate for compensation to Jacobs for exempt employees working more than the standard work week will be at 1.0 times the standard rate for all hours worked above the 40 hours/week.
 3. The rate for compensation to Jacobs for non-exempt employees working more than the standard work week will be at 1.5 times the standard rate for all hours worked above the 40 hours/week.
- B. Cost for all travel & living, per diem, temporary & long term assignment expenses, etc. incurred by employees related to the performance of the Work in accordance with Jacobs' standard policies. Compensation for mileage will be at the standard IRS rate at the time incurred.
- C. All out-of-pocket expenses for courier services, reprographics, and support materials directly related to the performance of the work, at cost.
- D. All permits and fees required by regulatory or jurisdictional agencies obtained for the Work, at cost.
- E. All other expenses incurred in performance of the Work and not identified above, at cost plus ten percent (10%).

II. STANDARD BILLING RATES (Effective Date: January 1, 2014)

<u>Category</u>	<u>Bill Rate \$/Hour</u>
Clerical/Admin	\$ 70
EIT	\$ 75
GIS Analyst	\$ 75
Environmental Scientist	\$ 90
Project Engineer	\$ 95
Senior Environmental Scientist/Sr. Engineer	\$ 120
Senior Water Quality Scientist	\$ 120
Project Manager/Project Controls	\$ 180
Senior Project Manager (Principal)	\$ 200

Notes: These rates are valid for one year from the date specified as “Effective Date” above and subject to adjustment thereafter.

This Rate Schedule is not an all-inclusive list of categories of personnel employed by Jacobs. Should there be a need to use a category(s) of personnel additional to the categories listed above, they will be discussed with the County at the time their service requirements are defined and this Rate Schedule amended accordingly.

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