

PROFESSIONAL SERVICES AGREEMENT
for
Construction Plans for Streambank Stabilization for Timber Creek East of
Kenny Court

The City of Lewisville, Texas, a Texas home rule municipality (the “City”), hereby engages Halff Associates, Inc., a Texas Corporation authorized to conduct business in Texas (the “Consultant”), to perform professional services in connection with design and construction plans for streambank improvements along Timber Creek where significant erosion has occurred and is now threatening Timber Creek Trail near Kenny Court (the “Project”). The City and Consultant shall be referred to herein collectively as the “Parties.”

1. PROJECT. The Project is described as follows:

The Project includes design services and construction plans for improvements along Timber Creek adjacent to Kenny Court. The proposed bank stabilization improvements extend approximately 300 linear feet along the west bank of Timber Creek. Design also includes stabilization measures placed along the east bank. The scope of work includes environmental services, preparation of construction plans and estimates, and construction administration services.

2. SCOPE OF SERVICES.

- A. **Hydraulic Analysis:** Modeling of the proposed channel improvements in support of a No-Rise Memorandum.
- B. **Construction Plans:** Preparation of construction plans suitable for review, permitting, bidding, construction, inspection, and record keeping.
- C. **Environmental Permitting:** Preparation of an application for a Nationwide Permit 13 Bank Stabilization to the USACE Fort Worth District.
- D. **Construction Phase Services:** Assistance throughout the bidding, construction, and closure phases of the project.

A more detailed description of services is contained in the Consultant’s Proposal – Attachment “B.”

3. PRIORITY OF DOCUMENTS. The Agreement shall include the following documents, and this Agreement does hereby expressly incorporate same herein as if set forth verbatim in this Agreement:

- A. This Agreement
- B. The City’s Insurance Requirements, attached hereto as Attachment “A”
- C. The Consultant’s Proposal, attached hereto as Attachment “B”

To the extent that any attachment is in conflict with provisions of this Agreement or each other, the provisions of this Agreement, then the provisions of Attachment “A”, followed by

Attachment “B” shall prevail in the order listed. **Any preprinted or standard terms and conditions or conditions of sale incorporated into Attachment “B” by reference are hereby declared void by agreement of the Parties.**

4. **COMPENSATION.** The total fee for services provided under this Agreement shall not exceed **\$194,355.00.**

Invoices shall be submitted by cover letter from the project engineer. The letter shall certify that the invoice properly represents work actually done. The City reserves the right to request additional justification prior to payment of any invoice. If satisfactory justification is not received, the City reserves the right to amend the invoice or to refuse to make payment without incurring penalty or interest. Invoices shall be based on percentage of work completed per identifiable unit of work. The City agrees to make prompt payments for all approved invoices and agrees to pay interest at the rate approved by law for approved invoices not paid within 30 days from the date of approval.

5. **INSURANCE.** The Consultant agrees to maintain insurance throughout the term of the Agreement, in accordance with Attachment “A”. All Certificates of Insurance shall be kept current and shall be forwarded to the Purchasing Division of the City by cover letter from the Consultant. Certificates of insurance must be received and approved prior to commencement of work. The Consultant shall also review and forward certificates covering sub-consultants.

6. **REUSE OF DOCUMENTS.** All documents, including drawings and specifications prepared by the Consultant pursuant to this Agreement, are instruments of service in respect of the Project. They are not intended or represented to be suitable for reuse by the City or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation by the Consultant for the specific purpose intended will be at City’s sole risk and without liability or legal exposure to the Consultant from all claims, damages, losses and expenses including attorney’s fees arising out of or resulting therefrom. Any such verification or adaptation will entitle the Consultant to further compensation at rates to be agreed upon, in writing, by the City and the Consultant.

7. **OWNERSHIP OF DOCUMENTS.** Original documents, plans, designs, reports and survey notes developed in connection with services performed hereunder belong to, and remain the property of the City, in consideration of which it is mutually agreed that the City will use them solely in connection with the Project, save with the express consent of the Consultant. The Consultant shall retain reproducible copies or electronic files of such documents for at least five (5) years and shall furnish copies to the City for reimbursable costs, if so requested.

8. **TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, THE CONSULTANT AGREES TO DEFEND, INDEMNIFY AND HOLD THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, JUDGMENTS, COSTS AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH), PROPERTY DAMAGE OR OTHER HARM FOR WHICH RECOVERY OF DAMAGES IS SOUGHT, SUFFERED BY ANY PERSON OR PERSONS, TO THE EXTENT THAT SUCH DAMAGE IS CAUSED BY OR**

RESULTS FROM AN ACT OF NEGLIGENCE, INTENTIONAL TORT, INTELLECTUAL PROPERTY INFRINGEMENT, OR FAILURE TO PAY A SUBCONTRACTOR OR SUPPLIER COMMITTED BY CONSULTANT OR ITS AGENT, CONSULTANT UNDER CONTRACT, OR ANY OTHER ENTITY OVER WHICH THE CONSULTANT EXERCISES CONTROL, WITHOUT WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. THE DUTY TO DEFEND SHALL NOT APPLY IN THE CASE OF A CLAIM BASED WHOLLY OR PARTLY ON THE NEGLIGENCE OF, FAULT OF, OR BREACH OF CONTRACT BY THE CITY, ITS AGENTS OR EMPLOYEES, OR OTHER ENTITY (EXCLUDING THE CONSULTANT OR ITS AGENT, EMPLOYEE, OR SUBCONSULTANT) OVER WHICH THE CITY EXERCISES CONTROL, IN WHICH INSTANCE THE CITY'S REASONABLE ATTORNEY'S FEES SHALL BE REIMBURSED BY CONSULTANT IN PROPORTION TO THE CONSULTANT'S LIABILITY. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.

9. **EFFECTIVE DATE; TIME OF COMPLETION.** The effective date of this Agreement shall be the date upon which it is executed by a duly authorized representative of both Parties. A project schedule, shown in Attachment "B" is hereby included in this Agreement by reference. The Consultant agrees to perform the services in accordance with the schedule, to the extent over which the Consultant has control. Any changes to the schedule provided will require written acknowledgement and approval of the Parties prior to proceeding. The City Engineer or his designee and the Purchasing Manager or their designee may approve changes to the schedule set forth in Attachment "B".
10. **TERMINATION.** This Agreement may be terminated with or without cause at any time prior to completion of the Consultant's services by the City, or by the Consultant with cause, upon seven days written notice to the City at the address of record. Termination shall release each party from all obligations of this Agreement, except those outlined in Paragraphs 6, 7 and 8 above. Upon notice of termination, the Consultant shall prepare and submit to City a final invoice within 15 days.
11. **CONFIDENTIAL INFORMATION.** To the extent allowed by law, the City will safeguard and keep from release any documents marked "proprietary" or information not generally available to the public. However, the City will, if required, comply with all requirements of the Texas Public Information Act with regard to any documents in its possession at the time of a request made under that Act.
12. **INDEPENDENT CONTRACTOR.** Consultant shall be considered an independent contractor and not an agent, servant, employee, or representative of the City in the performance of the work and Services. No term or provision herein or act of the City shall be construed as changing that status.

13. **ADVERTISING.** Consultant shall not advertise or publish, without the City's prior written consent, the fact that the Consultant has entered into this Agreement, except to the extent necessary to comply with proper requests for information from an authorized representative of the federal, state or local government.
14. **NOTICE.** Any notice provided or permitted to be given under this Agreement must be in writing and may be served by depositing same in the United States mail, addressed to the party to be notified, postage pre-paid and registered or certified with return receipt requested, or by delivering the same in person to such party via a hand-delivery service, Federal Express or any courier service that provides a return receipt showing the date of actual delivery of same, to the address thereof. Notice given in accordance herewith shall be effective upon receipt at the address of the addressee. For purposes of notification, the addresses of the Parties shall be as follows:
- If to Consultant, to: Halff Associates, Inc.
Attn: Levi Hein, PE, CFM
2601 Meacham Boulevard, Suite 600
Fort Worth, TX 76137
- With copy to : Halff Associates, Inc.
Attn: Legal Department
1201 N. Bowser Road
Richardson, Texas 75081
Email: LegalHelp@halff.com
- If to City, to: City of Lewisville
Engineering Department
Attn: Jeff Kelly, PE, CFM
151 W. Church Street
Lewisville, Texas 75057
15. **GOVERNING LAW AND VENUE.** This Agreement is governed by the laws of the State of Texas. Exclusive venue for any dispute arising out of this Agreement is in Denton County, Texas.
16. **GOVERNMENTAL IMMUNITY.** Unless otherwise required under the law, the Parties agree that the City has not waived its governmental immunity by entering into and performing their obligations under this Agreement.
17. **ARBITRATION.** In the event of a dispute which may arise under this Agreement, the City does not agree to arbitration.
18. **COMPLIANCE WITH LAWS.** The Consultant shall comply with all applicable federal, state, and local statutes, regulations, ordinances, and other laws.

19. **PROTECTION OF RESIDENT WORKERS.** The City actively supports the Immigration and Nationality Act (INA) which includes provisions addressing employment eligibility, employment verification, and nondiscrimination. Under the INA, employers may hire only persons who may legally work in the United States (i.e., citizens and nationals of the U.S.) and aliens authorized to work in the U.S. The employer must verify the identity and employment eligibility of anyone to be hired, which includes completing the Employment Eligibility Verification Form (I-9). The Consultant shall establish appropriate procedures and controls so no services under the Agreement will be performed by any worker who is not legally eligible to perform such services or employment. The City reserves the right to audit consultant's employment records to verify the existence of a completed Employment Eligibility Verification Form (I-9) for every worker performing services under the Agreement. The audit will be at the City's expense.
20. **IMMIGRATION REFORM AND CONTROL ACT (8 U.S.C. §1324a).** The City supports the Immigration Reform and Control Act (IRCA) which is a comprehensive scheme prohibiting the employment of unauthorized aliens in the United States. The Consultant shall submit a declaration signed under penalty of perjury of the laws of the State of Texas stating that it has not been found in violation of IRCA by the United States Attorney General or Secretary of Homeland Security in the preceding five (5) years. The Consultant shall ensure that its Subcontractors submit a declaration signed under penalty of perjury of the laws of the State of Texas stating that they have not been found in violation of IRCA by the United States Attorney General or Secretary of Homeland Security in the preceding five (5) years. The Consultant and its Subcontractors shall at all times during the term of the Agreement with the City comply with the requirements of IRCA and shall notify the City within fifteen (15) working days of receiving notice of a violation of IRCA. The City may terminate the Agreement with the Consultant if the City determines that (a) the Consultant or its Subcontractors have been untruthful regarding IRCA violations in the preceding five (5) years; (b) if the Consultant fails to ensure that its Subcontractors submit the aforementioned declaration; or (c) the Consultant or its Subcontractors fail to timely notify the City of an IRCA violation.
21. **ADA COMPLIANCE.** All goods and services provided to the City must be compliant with the Americans with Disabilities Act and any amendments thereto ("ADA") and all regulations promulgated pursuant to the ADA. Consultant will be required to certify compliance, if applicable.
22. **SUCCESSORS AND ASSIGNS; ASSIGNMENT.** The City and Consultant each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Agreement and to partners, successors, executors, administrators and assigns of each other in respect to all covenants of this Agreement. Neither the City nor the Consultant shall assign, sublet or transfer this Agreement or its interest in this Agreement without the written consent of the other, and assignment without such consent shall be void. Nothing herein shall be construed as giving any right or benefits hereunder to anyone other than the City and the Consultant.

23. **REPRESENTATIONS.** Each signatory represents this Agreement has been read by the party for which this Agreement is executed and that such party has had an opportunity to confer with its counsel.
24. **MISCELLANEOUS DRAFTING PROVISIONS.** This Agreement shall be deemed drafted equally by all Parties hereto. The language of all parts of this Agreement shall be construed as a whole according to its fair meaning, and any presumption or principle that the language herein is to be construed against any party shall not apply. Headings in this Agreement are for the convenience of the Parties and are not intended to be used in construing this document.
25. **FORCE MAJEURE.** If by reason of Force Majeure, the Consultant shall be rendered unable wholly or in part to carry out its obligations under this Agreement then the Consultant shall give notice and full particulars of Force Majeure in writing to the other party within a reasonable time after occurrence of the event or cause relied upon, and the obligation of the Consultant, so far as it is affected by such Force Majeure, shall be suspended during the continuance of the inability then claimed, except as hereinafter provided, but for no longer period, and such party shall endeavor to remove or overcome such inability with all reasonable dispatch. The term Force Majeure as employed herein, shall mean any contingency or cause beyond the reasonable control of the Consultant created by acts of God or the public enemy, war, riot, terrorism, civil commotion, insurrection, governmental or de facto governmental action including, but not limited to, government actions pertaining to the determination of flood zones or FEMA actions (unless caused by acts or omissions of the Consultant), fire, explosion or flood, strikes; provided, however, that (a) the event giving rise to Force Majeure was not caused by the act or omission of the Consultant and makes the performance of any obligation created under this Agreement illegal or impossible; and (b) the Consultant gives reasonable notice of the event giving rise to Force Majeure and exercises all reasonable diligence to remove the cause of Force Majeure.
26. **DISCLOSURE.** Pursuant to Chapter 176 of the Texas Local Government Code, a person or agent of a person who contracts or seeks to contract with the City must complete a conflict of interest questionnaire if the person or agent has an affiliation or business relationship that might cause a conflict of interest with the City. The conflict of interest questionnaire, which is available online at ethics.state.tx.us, must be filed with the City Secretary of the City no later than the seventh business day after the person or agent begins contract discussions or negotiations with the City or submits to the City of Lewisville an application, response to a request for proposal or bid, correspondence, or another writing related to a potential agreement with the City. An updated conflict of interest questionnaire must be filed in accordance with Chapter 176 of the Local Government Code. An offense under Chapter 176 is a Class C misdemeanor.

Said person should consult with legal counsel if they have questions regarding their compliance with the requirements of Chapter 176. It is the responsibility of each person or agent who is contracting or seeking to contract with the City to comply with the filing requirements of Chapter 176.

27. **PRESERVATION OF CONTRACTING INFORMATION.** In accordance with Section 552.372 of the Texas Government Code, if this Agreement has a stated expenditure of, or will result in the expenditure during the City’s fiscal year of, at least one million dollars (\$1,000,000.00) in public funds for the purchase of goods or services by the City, the Consultant shall:
- A. preserve all contracting information related to this Agreement for the duration of this Agreement;
 - B. promptly provide to the City any contracting information related to this Agreement that is in the custody or possession of the Consultant on request of the City; and
 - C. on completion of this Agreement, either:
 - i. provide at no cost to the City all contracting information related to this Agreement that is in the custody or possession of the Consultant, or
 - ii. preserve the contracting information related to this Agreement as follows:
 - a. construction projects: permanently
 - b. all other projects: four (4) years following completion of the Agreement.

For the purposes of this section, “contracting information” shall have the meaning given in Section 552.003 of the Texas Government Code.

The requirements of Subchapter J, Chapter 552, Government Code, may apply to this contract and the contractor or vendor agrees that the contract can be terminated if the contractor or vendor knowingly or intentionally fails to comply with a requirement of that subchapter.

28. **TEXAS GOVERNMENT CODE CHAPTER 2252.** Pursuant to Texas Government Code Chapter 2252, Subchapter F, Consultant affirms, by entering into this Agreement, that it is not identified on a list created by the Texas Comptroller of Public Accounts as a company known to have contracts with or provide supplies or services to Iran, Sudan, or a foreign terrorist organization.
29. **TEXAS GOVERNMENT CODE CHAPTER 2271.** Pursuant to Texas Government Code Chapter 2271, Consultant affirms that execution of this Agreement serves as written verification that Consultant: (1) does not boycott Israel, as defined by Texas Government Code Section 808.001; and (2) will not boycott Israel during the term of the Agreement. This section shall not apply if Consultant employs fewer than ten (10) full-time employees, or if the funds to be paid wholly or partly from public funds of the City under this Agreement are less than \$100,000.00.
30. **TEXAS GOVERNMENT CODE CHAPTER 2274.** Pursuant to Texas Government Code Chapter 2274, Consultant affirms that execution of this Agreement serves as written verification that Consultant: (1) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association, as those terms are defined

in that chapter; and (ii) will not discriminate during the term of this Agreement against a firearm entity or firearm trade association.

This section shall not apply if Consultant employs fewer than ten (10) full-time employees, if the funds to be paid wholly or partly from public funds of the City under this Agreement are less than \$100,000.00, or if this Agreement is otherwise exempted from the requirements of Texas Government Code Chapter 2274. Any terms used in this section which are defined in Texas Government Code Chapter 2274 shall have the meaning given therein.

31. TEXAS GOVERNMENT CODE CHAPTER 2275. Pursuant to Texas Government Code Chapter 2275, Consultant verifies it is not:

- (a) owned by or the majority of stock or other ownership interest of the company is held or controlled by:
 - (i) individuals who are citizens of China, Iran, North Korea, Russia, or other designated country, as that term is defined in Texas Government Code Section 2275.0101; or
 - (ii) a company or other entity, including a governmental entity, that is owned or controlled by citizens of or is directly controlled by the government of China, Iran, North Korea, Russia, or a designated country, as that term is defined in Texas Government Code Section 2275.0101; or
- (b) headquartered in China, Iran, North Korea, Russia, or other designated country.

The City may terminate this Agreement immediately without any further liability if the City determines, in its sole judgment, that Consultant has not provided accurate information in response to this section. This section is not applicable if the Agreement does not grant the Consultant direct or remote access to or control of critical infrastructure as defined in the Texas Government Code section 2275.0101, except as specifically allowed by the City for product warranty and support services.

32. TEXAS GOVERNMENT CODE CHAPTER 2276. Pursuant to Texas Government Code Chapter 2276, Consultant affirms that execution of this Agreement serves as written verification that Consultant: (1) does not boycott energy companies, as defined by Texas Government Code Section 809.001; and (2) will not boycott energy companies during the term of this Agreement.

This section shall not apply if Consultant employs fewer than ten (10) full-time employees, if the funds to be paid wholly or partly from public funds of the City under this Agreement are less than \$100,000.00, or if this Agreement is otherwise exempted from the requirements of Texas Government Code Chapter 2276.

33. PERFORMANCE: In compliance with Texas Local Government Code 271.904, the Consultant agrees to perform the services outlined herein with the professional skill and care ordinarily provided by competent engineers practicing under the same or similar circumstances and professional license; and to perform the services outlined herein as

expeditiously as is prudent considering the ordinary professional skill and care of a competent engineer.

34. **WAIVER.** Either Party's failure to act with respect to a breach by the other party does not waive its right to act with respect to subsequent or similar breaches. The failure of the Party to exercise or enforce any right or provision shall not constitute a waiver of such right or provision.
35. **SEVERABILITY.** In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the Parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.
36. **ENTIRE AGREEMENT; AMENDMENTS.** This Agreement and its exhibits contain the entire agreement of the parties with respect to the matter contained herein. All provisions of this Agreement shall be strictly complied with and conformed to by the Consultant, and no amendment to the Agreement shall be made except through a written agreement which has been executed by an authorized representative of both Parties, which shall not be construed to release either party from any obligation of the Agreement except as specifically provided for in such amendment.
37. **NO OBLIGATION.** The City shall not be obligated to pay any commercial bank, lender, or similar institution for any loan or credit agreement made by Consultant. None of the City's obligations under this Agreement shall be pledged or otherwise encumbered in favor of any commercial lender and/or similar financial institution.
38. **CERTIFICATION OF EXECUTION.** The Consultant and the person or persons signing and executing this Agreement on behalf of the Consultant, or representing themselves as signing and executing this Agreement on behalf of the Consultant, do hereby warrant and certify that this Agreement has been approved by appropriate action of the Consultant, and that the person or persons signing and executing this Agreement have been duly authorized by the Consultant to sign and execute this Agreement on behalf of the Consultant and to validly and legally bind the Consultant to all terms and conditions herein set forth.
39. **ENTIRE AGREEMENT.** This Agreement and its exhibits contain the entire agreement of the parties with respect to the matter contained herein. all provisions of this Agreement shall be strictly complied with and conformed to by the Consultant, and no amendment to the Agreement shall be made except upon the written agreement of the Parties, which shall not be construed to release either party from any obligation of the Agreement except as specifically provided for in such amendment.
40. **CLOSURE.** By signature below, the Parties to this Agreement hereby bind themselves to the terms stated herein, including all attachments referred to herein.

(SIGNATURES ON FOLLOWING PAGE)

IN WITNESS WHEREOF, the Parties have executed and entered into this Agreement on the _____ day of _____, 2025.

CITY OF LEWISVILLE, TEXAS
Approved by the Lewisville City
Council _____

By: _____
Claire Powell, City Manager

Date: _____

Attest: _____
Jennifer Malone-Ippolito, City Secretary

CITY OF LEWISVILLE
151 West Church Street
Lewisville, Texas 75057

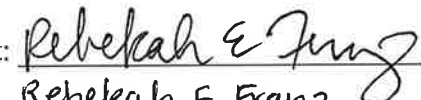
APPROVED AS TO FORM:

Lizbeth Plaster, City Attorney

CONSULTANT
Halff Associates, Inc.

By: 
Levi Hein, Technical Leader WR Fort Worth

Date: 10/30/25

Attest: 
Rebekah E. Franz

ATTACHMENT A
EXHIBIT E
INSURANCE REQUIREMENTS
ENGINEERING/ARCHITECTURE PROJECTS

Vendor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the vendor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Vendor's proposal.

A. MINIMUM SCOPE OF INSURANCE

Coverage shall be at least as broad as:

1. Insurance Services Office Commercial General Liability coverage "occurrence" form CG 00 01 (10 01). **"Claims Made" form is unacceptable except for professional liability.**
2. Workers' Compensation insurance as required by the Labor Code of the State of Texas, including Employers' Liability Insurance.
3. Automobile Liability – as required by the State of Texas, covering all owned, hired, or non-owned vehicles. Automobile Liability is only required if vehicle(s) will be used under this contract. Coverage not required for delivery services.
4. Professional Liability and/or Errors and Omissions Insurance.

B. MINIMUM LIMITS OF INSURANCE

Vendor shall maintain throughout contract limits not less than:

1. Commercial General Liability: \$500,000 per occurrence/\$1,000,000 aggregate for bodily injury, personal injury and property damage. Policy will include coverage for:
 - a. Premises – Operations
 - b. Broad Form Contractual Liability
 - c. Products and Completed Operations
 - d. Use of Contractors and Subcontractors
 - e. Personal Injury
 - f. Broad Form Property Damage
 - g. If applicable, Explosion Collapse and Underground (XCU) Coverage (when applicable, Fire Damage, Medical Expense).

NOTE: The aggregate loss limit applies to each project.

2. Workers' Compensation and Employer's Liability: Workers' Compensation Statutory limits as required by the Labor Code of the State of Texas and Employer's Liability minimum limits of \$500,000 per injury, \$500,000 per occurrence, and \$500,000 per occupational disease.
3. Automobile Liability - \$500,000 Combined Single Limit. Limits can only be reduced if approved by the HR Director or designee.
4. Professional Liability and/or Errors and Omissions - \$500,000 per occurrence - \$1,000,000 Aggregate.
5. Builders' Risk Insurance (as applicable) – Completed value form, insurance carried must equal the completed value of the structure.

C. DEDUCTIBLES AND SELF-INSURED RETENTIONS

Any deductible or self-insured retentions must be declared to and approved by the City.

D. OTHER INSURANCE PROVISIONS

The policies are to contain, or be endorsed to contain the following provisions:

1. General Liability and Automobile Liability Coverages
 - a. The City, its officers, officials, employees, Boards and Commissions and volunteers are to be added as "Additional Insured" as respects liability arising out of activities performed by or on behalf of the vendor, products and completed operations of the vendor, premises owned, occupied or used by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers. It is understood that the business auto policy under "Who is an Insured" automatically provides liability coverage in favor of the City.
 - b. The vendor's insurance coverage shall be primary and non-contributory insurance as respects the City, its officers, officials, employees and volunteers. Any insurance or self-insurance maintained by the City, its officers, officials, employees or volunteers shall be excess of the vendor's insurance and shall not contribute with it.
 - c. Any failure to comply with reporting provisions of the policy shall not affect coverage provided to the City, its officers, officials, and employees, Boards and Commissions or volunteers.
 - d. The vendor's insurance shall apply separately to each insured against whose claim is made or suit is brought, except to the limits of the insured's liability.
2. Waiver of Subrogation – All Coverages except Professional Liability
Each insurance policy required by this exhibit except Professional Liability shall waive all rights of subrogation against the City, its officers, officials, employees, and volunteers for losses arising from work performed by the vendor for the City.
3. Notice of Cancellation - All Coverages
Each insurance policy required by this exhibit shall be endorsed to state that coverage shall not be suspended, voided, canceled or non-renewed by either party, reduced in coverage or in limits except

after thirty (30) days prior written notice by certified mail, return receipt requested, has been given the City, or ten (10) days prior written notice for non-payment of premium.

4. Professional Liability (applicable only to certified or licensed Engineers and or Architects)
“Claims made” policy is acceptable coverage which must be maintained during the course of the project and up to two (2) years after completion and acceptance of the project by the City.

E. ACCEPTABILITY OF INSURERS

The City prefers that Insurance be placed with insurers with an A.M. Best’s rating of no less than **A-:VI, or, A or better** by Standard and Poors. Professional Liability carriers will need to be approved by the HR Director or designee.

F. VERIFICATION OF COVERAGE

Contractor shall furnish the City with certificates of insurance affecting coverage required. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. Certificates of Insurance must be provided on forms approved by the Texas Department of Insurance. City will not accept Memorandums of Insurance or Binders as proof of insurance. The City reserves the right to require complete, certified copies of all required insurance policies at any time.

G. HOLD HARMLESS AND INDEMNIFICATION

THE CONSULTANT AGREES TO DEFEND, INDEMNIFY AND HOLD THE CITY, ITS OFFICERS, AGENTS AND EMPLOYEES, HARMLESS AGAINST ANY AND ALL CLAIMS, LAWSUITS, JUDGMENTS, COSTS AND EXPENSES FOR PERSONAL INJURY (INCLUDING DEATH), PROPERTY DAMAGE OR OTHER HARM FOR WHICH RECOVERY OF DAMAGES IS SOUGHT, SUFFERED BY ANY PERSON OR PERSONS, TO THE EXTENT THAT SUCH DAMAGE IS CAUSED BY OR RESULTS FROM AN ACT OF NEGLIGENCE, INTENTIONAL TORT, INTELLECTUAL PROPERTY INFRINGEMENT, OR FAILURE TO PAY A SUBCONTRACTOR OR SUPPLIER COMMITTED BY CONSULTANT OR ITS AGENT, CONSULTANT UNDER CONTRACT, OR ANY OTHER ENTITY OVER WHICH THE CONSULTANT EXERCISES CONTROL, WITHOUT WAIVING ANY GOVERNMENTAL IMMUNITY AVAILABLE TO THE CITY UNDER TEXAS LAW AND WITHOUT WAIVING ANY DEFENSES OF THE PARTIES UNDER TEXAS LAW. THE DUTY TO DEFEND SHALL NOT APPLY IN THE CASE OF A CLAIM BASED WHOLLY OR PARTLY ON THE NEGLIGENCE OF, FAULT OF, OR BREACH OF CONTRACT BY THE CITY, ITS AGENTS OR EMPLOYEES, OR OTHER ENTITY (EXCLUDING THE CONSULTANT OR ITS AGENT, EMPLOYEE, or subconsultant) OVER WHICH THE CITY EXERCISES CONTROL, IN WHICH INSTANCE THE CITY’S REASONABLE ATTORNEY’S FEES SHALL BE REIMBURSED BY CONSULTANT IN PROPORTION TO THE CONSULTANT’S LIABILITY. THE PROVISIONS OF THIS PARAGRAPH ARE SOLELY FOR THE BENEFIT OF THE PARTIES HERETO AND NOT INTENDED TO CREATE OR GRANT ANY RIGHTS, CONTRACTUAL OR OTHERWISE, TO ANY OTHER PERSON OR ENTITY.

ATTACHMENT “B”
SCOPE OF SERVICES

Construction Plans
for

Design of Streambank Stabilization for Timber Creek East of Kenny Court (G2514)

This scope further defines the services to be performed by Halff Associates, Inc. in conjunction with preparation of design plans for the Streambank Stabilization for Timber Creek East of Kenny Court, hereinafter called Project. The project will consist of stabilizing the west and east banks of Timber Creek located east of Kenny Court. The approximately 300 linear-foot project corridor will include an anchored gabion wall, toe protection, and minor trail reconstruction along the west bank and longitudinal stone toe protection along the east bank (“Alternative 1” developed during the conceptual design phase). Our services include the following:

Design Assumptions – The following is a list of assumptions made by Halff Associates, Inc. (the “Consultant”) for the preparation of this Scope of Services for the City of Lewisville, Texas (the “City”).

- A. Gabion Wall – The primary method of bank stabilization involves construction of a gabion wall with ground anchors.
- B. Hydraulic Modeling – Halff will utilize hydraulic models of Timber Creek that were prepared during the conceptual design phase.
- C. Topographic Survey – Halff will utilize the topographic and tree surveys performed during the conceptual design phase.
- D. Geotechnical Investigation – Halff will utilize the geotechnical investigation and slope stability analysis outlined in the geotechnical report prepared by CMJ dated May 2025.
- E. Private Property Access – The project site is located on City property. It is assumed that no private property access will be needed.
- F. Permitting - The proposed project will be approximately 300 LF in length and is expected to exceed the 500 LF limit and 1 cubic yard per linear foot below the ordinary high water mark (OHWM) in the U.S. Army Corps of Engineers (USACE) Nationwide Permit 13 (NWP13) - Bank Stabilization. NWP13 is still

applicable, but notification to the Fort Worth District U.S. Army Corps of Engineers is required. No other permits will be submitted for this project.

I. Project Management

A. Internal Team Meetings

The Consultant will conduct internal team meetings as required by the project. The internal team meetings will include internal coordination of project processes, program items and schedules.

B. External Meetings

i. Kickoff Meeting

The Consultant will conduct a kickoff meeting (in-person) with the City of Lewisville, Texas (Client) to confirm the project's goals and objectives and project schedule. Notes will be taken by the Consultant at this meeting to record items discussed and decisions made and will be delivered in digital format to the City.

ii. Review Meeting

The Consultant will conduct a review meeting with City staff members after 60% plan development. Notes will be taken by The Consultant to record items discussed and decisions made. Minutes will be delivered in digital format to the City. Reference Task III.

C. Project Management

Project management activities including management of personnel, managing invoicing, coordination with the City virtually and/or phone calls, managing printing of deliverables and overseeing the quality control process.

Deliverables – The Consultant shall provide the following Deliverables

1. Kickoff Meeting agenda
2. Meeting Minutes

Meetings – One (1) meeting

Client Action Items - City shall complete the following action items

1. Provide list of staff to attend meetings
2. Provide place for in-person meetings

II. Hydraulic Analysis

A. Hydraulic Modeling

The Consultant shall update the hydraulic model prepared during the conceptual design phase to reflect proposed channel improvements. The modeling will consider fill and excavation associated with the project. The consultant shall prepare a brief memorandum (no-rise) summarizing the results of the hydraulic study. The memo will include an explanation of study procedures, comparison of water surface elevations, profile comparison, and hydraulic workmaps.

Deliverables – The Consultant shall provide the following Deliverables

1. PDF electronic copy of the No-Rise Memorandum

Meetings – none.

Client Action Items - City shall complete the following action items

1. None.

III. Preliminary Design (60%)

A. Preliminary plans shall be prepared and submitted at the 60% milestone. The Consultant shall develop construction plans for review, permitting, bidding, construction, inspection and record keeping. In general, construction plans shall be consistent with normal practice for projects of this nature. The submittal shall include sheets as defined below. The Preliminary construction plans will consist of numerous sheets generally ordered as follows:

- i. Title Sheet. The title sheet shall include a location map. It shall also include a sheet index with drawings numbered consecutively and without subscripts. Additionally, the title sheet shall show the project name, project number, date, City logo, Consultant's name, address, and telephone number and other items as may be specified.
- ii. Project Layout Sheet and General Notes. The purpose of the project layout is to depict the project in a simplified view. Major items of work will be shown without excessive detail. This sheet(s) will include a listing of abbreviations, legend, general notes, and key map.
- iii. Typical Sections. As a minimum, typical sections will be drawn showing the relationship of the existing creek and proposed wall and grading. Typical sections will include right-of-way lines, fences, utilities, and all proposed improvements.
- iv. Overall Grading Plan. These sheets will include 1' proposed contours and clearly present the proposed grading for the site.
- v. Wall Plan Sheets & Wall Elevation (Profile) Sheets. Plan sheets will show the proposed wall layout and grading plan. The wall elevation sheets will provide a profile view of the proposed wall.

- vi. Cross-Section Sheets. The cross-section sheets will show cross-section views of the channel, proposed wall, and proposed and existing grades at various station locations along the length of the project.
- vii. Trail Plan & Profile Sheets. The sheets will show a plan and profile of the segment of Timber Creek Trail to be replaced after removal for construction of the wall. The trail will be reconstructed in its original location.
- viii. Miscellaneous. Construction plans will also address demolition, erosion control and site stabilization.

The Consultant shall provide PDFs of construction plans for review and permitting. Also, the Consultant may submit plan sheets or working drawings to the City for review and comment to reduce the number of revisions that otherwise would be required. The Consultant will provide utility companies with PDF copies of plans for review, if required.

The design of the project shall be in general accordance with the City of Lewisville ordinances, standard details, and good engineering practices. Construction plans shall be developed on electronic files compatible with Autodesk Civil 3D. Construction plans shall also be furnished on 22" x 34" sheets. The City's standard format shall be used. All review prints shall be furnished on 22" x 34" sheets. Construction plans shall be suitable for half-scale reduction and shall be provided as follows: one set of 11" x 17" paper originals drawn by laser plotter.

B. Opinion of Probable Construction Cost

The Consultant shall develop a preliminary cost estimate. Recent City and TxDOT unit bid prices will be used in preparation of the estimate.

The City acknowledges and agrees that Halff's preparation of any estimate of probable design and/or construction costs, preliminary or otherwise, and any updated estimates of probable costs prepared by Halff, represent Halff's judgment as a design professional. The City further acknowledges and agrees that Halff has no control over the cost of labor, materials, or equipment; the Contractor's methods of calculating and estimating bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, Halff cannot and does not warrant or represent that bids or negotiated prices will not vary from Halff's estimate of probable costs (including any updates thereto) or from the City's budget or from any other estimate or evaluation, prepared or agreed to by Halff.

Deliverables – The Consultant shall provide the following Deliverables

1. PDF electronic copy of the Preliminary Design Plans (60%)

2. PDF electronic copy of the Preliminary Design Opinion of Probable Construction Cost

Meetings – One (1) meeting

Client Action Items - City shall complete the following action items

1. Provide City comments
2. Set up time and place for Preliminary Design review meeting

IV. Final Design (90%, 100%)

- A. Upon receipt of review comments from the City, preparation of Pre-Final plans will begin. Pre-Final plans shall be prepared and submitted at the 90% milestone. The submittal shall expand on the Preliminary plans described in and submitted as part of Task III. The Pre-Final construction plans will consist of numerous sheets generally ordered as follows:
 - i. Title Sheet.
 - ii. Project Layout Sheet and General Notes.
 - iii. Typical Sections.
 - iv. Overall Grading Plan.
 - v. Plan Sheets & Wall Elevation (Profile) Sheets.
 - vi. Cross-Section Sheets.
 - vii. Trail Plan & Profile Sheets.
 - viii. Detail Sheets. The City's standard drawings will be used as a beginning point in developing standard details for this project. They will be reviewed and modified for this project. Where other agency standards are used, they shall be reduced as necessary to fit on the City's standard sheet format with complete title block.
 - ix. Miscellaneous. Construction plans will also address demolition, erosion control and site stabilization. Wall construction details and anchor schedules will be provided as well.
- B. Specifications – The Consultant will prepare technical specifications required for bidding and constructing the Project. The Consultant will only provide specifications amending or supplementing the NCTCOG specifications. The Consultant will provide all specifications by electronic file. Specifications will be submitted along with the Pre-Final plans for City review and comment. Comments, if any, will be addressed and the updated specifications will be submitted with the Final Design plans.
- C. Final Design (100%)

Upon receipt of review comments from the City, preparation of Final plans will begin. Final plans will incorporate all comments received to date.

D. Opinion of Probable Construction Cost

The Consultant shall update the Preliminary Opinion of Probable Construction Cost at both the Pre-Final and Final submittals.

Deliverables – The Consultant shall provide the following Deliverables

1. PDF electronic copy of the Pre-Final Design Plans (90%)
2. PDF electronic copy of the Final Design Plans (100%)
3. One (1) hard copy of Final Design plans (full size at 22"x34") and three (3) hard copy sets (half size 11"x17")
4. PDF electronic copy of the Pre-Final and Final Design Opinions of Probable Construction Cost
5. PDF electronic copy of Specifications

Meetings - none.

Client Action Items - City shall complete the following action items

1. Provide City comments at 90%

V. **Bidding, Construction, Closure**

A. Bidding

During the bidding phase, the Consultant will assist the city by addressing technical questions and preparing draft addenda for issuance by the City. The Consultant will attend a pre-bid meeting and prepare minutes. The Consultant will not be required to assist the City in evaluating bids. The Consultant will not attend the bid opening or be required to prepare the bid tabulation.

B. Construction

- i. The Consultant's design engineer or project manager will attend the pre-construction meeting.
- ii. The Consultant will represent the City in the non-resident administration of the Project. In this capacity, the Consultant's design engineer will have the authority to exercise whatever rights the City may have to disapprove work and materials that fail to conform to the Contract Documents when such failures are brought to the design engineer's attention. (This function of the design engineer will not be construed as supervision of the Project and does not include on-site activities other than visiting the site at least once per calendar month to evaluate the general progress of the construction and overall Project conditions or when specifically requested by the City to visit on-site for a particular matter. It does not involve exhaustive or continuous on-site inspection to check the quality or quantity of the work or material; nor does it place any responsibility of the safety precaution incident thereto, and the design engineer will not be responsible or liable in any degree for the Contractor's failure to perform the construction work in accordance with the Contract Documents.) Monthly reports will be prepared and forwarded to

the City outlining any deviations noted from the requirements of the Contract Documents.

- iii. The Consultant will assist the City in preparing field changes or change orders that may be necessary to complete the Project and respond to requests for information.
- iv. The Consultant will assist the City in perform a walk-through inspection and preparing a written “final punch list”

C. Closure

The Consultant will prepare record drawings, incorporating all changes provided by the Contractor and known variations to provide the City the best possible set of record drawings. Provide the final record drawings (full size) via electronic file.

Deliverables – The Consultant shall provide the following Deliverables

- 1. PDF electronic copy of Pre-Bid Meeting minutes
- 2. PDF electronic copy of “punch list”
- 3. PDF electronic copy of Record Drawings

Meetings – Four (4) meetings (pre-bid, bid opening, pre-con, final walk-through)

Client Action Items - City shall complete the following action items

- 1. Coordinate time for final punch list walkthrough

VI. Special Services

A. Permitting

The Consultant shall prepare an application for NWP13 Bank Stabilization, with the USACE Fort Worth District (SWF). Application process will leverage the determination of Jurisdictional Waters memorandum from the conceptual design phase and include preparation of application and supporting documents for the USACE NWP13 preconstruction notification (PCN).

This task assumes the project will be permittable under NWP 13. Activities that do not qualify for authorization under the nationwide permit program may qualify for authorization by standard individual permit. This scope of services does not include the preparation of a standard individual permit and/or the preparation or submittal of an Approved Jurisdictional Determination to/from the USACE.

This task further assumes that a single PCN will be submitted for the entire project. This task will include preparation and submittal of all permit components required for the NWP 13 PCN, including coordination with the USACE SWF regulatory division, outlined as follows:

Name, address, and telephone numbers of the prospective permittee;

Location of the proposed projects;

A description of the proposed projects; the purpose of the proposed projects; direct and indirect adverse environmental effects the projects would cause, including the anticipated amount of loss of waters of the United States expected to result from the activity, in acre, linear feet, or other appropriate unit of measure;

- Delineation of waters of the United States;
- Threatened and endangered species assessment; This scope of services does not include threatened/endangered species presence absence surveys.
- Cultural resources assessment; and
- Compensatory mitigation plan (not required).

Deliverables – The Consultant shall provide the following Deliverables

1. PCN Application

Meetings – one (1) meeting (PCN meeting with USACE SWF)

Client Action Items – N/A

EXCLUSIONS/ADDITIONAL SERVICES
Streambank Stabilization for Timber Creek East of Kenny Court
Lewisville, Texas

Additional Services not included in the existing Scope of Services – City and Consultant agree that the following services are beyond the Scope of Services described in the tasks above. However, the Consultant can provide these services, if needed, upon the City's written request. Any additional amounts paid to the Consultant because of any material change to the Scope of the Project shall be agreed upon in writing by both parties before the services are performed. These additional services could include the following:

1. Negotiation of easements or property acquisition including appraisals and title research.
2. Any additional entities that are determined to require coordination meetings and tasking during schematic design.
3. Services related to development of the Client's project financing and/or budget.
4. Services related to bidding, disputes over pre-qualification, bid protests, bid rejection and re-bidding of the contract for construction.
5. Construction inspection related services.
6. Design of trail realignment
7. TDLR accessibility review/inspection
8. Services to support, prepare, document, bring, defend, or assist in litigation undertaken or defended by the Client.
9. Performance of miscellaneous and supplemental services related to the project as requested by the Client. Permit fees, filing fees, pro-rated fees, impact fees and taxes, and any federal, and/or state regulatory agency review fees.
10. Design of additional gas, telephone, electrical or other utility improvements.
11. Traffic engineering report or studies.
12. Construction staking.
13. Design of existing utility relocations or modifications.
14. Any agency or entity permitting coordination not specifically detailed above.
15. Environmental coordination not specifically detailed above.
 - Antiquities Code permit application
 - Trenching activities supporting cultural resources studies/field investigations
 - Compensatory Mitigation plan
16. H&H Exclusions coordination not specifically detailed above.
17. SUE, ROW and Survey coordination not specifically detailed above.
18. FEMA CLOMR/LOMR preparation & submittal.

COMPENSATION
Streambank Stabilization for Timber Creek East of Kenny Court
Lewisville, Texas

This Attachment “B” further defines the basis of compensation to the Consultant for the services rendered.

- I. **Basic Fee Services** – The basic fee for the services as described in Attachment “B” will be **\$168,515.00**, which includes printing, direct costs, and computer charges normally associated with production of these services and reproduction of plans for review purposes.

The basis of compensation for Basic Fee Services shall be as follows:

- I. \$10,440.00 for Project Management
- II. \$20,790.00 Hydraulic Analysis
- III. \$46,755.00 Preliminary Design (60%)
- IV. \$59,230.00 Final Design (90%, 100%)

Items I. through IV. will be billed lump sum monthly based on percent completion of the design tasks and may include partial payments of the total amounts designated for each of the items.

Compensation for Bidding Construction, Closure (Item V.) will be on an hourly basis not to exceed \$31,300.00.

- II. **Special Services** – The maximum not-to-exceed fee for the special services as described in Attachment “B” will be \$25,840.00, which includes printing, direct costs, and computer charges normally associated with production of these services. The following table summarizes the special services fees.

TASK DESCRIPTION	FEE
VI.A Environmental Documentation and Permitting	\$25,840.00
TOTAL SPECIAL SERVICES	\$25,840.00

- III. **Miscellaneous Services** – The fee for additional services not provided herein will be negotiated based on the scope of work and included in a contract amendment.

The total maximum fee for all services is **\$194,355.00** (one hundred ninety-four thousand three hundred fifty-five dollars and zero cents.)

TIME OF COMPLETION
Streambank Stabilization for Timber Creek East of Kenny Court
Lewisville, Texas

The Consultant agrees to perform its services in accordance with the schedule below, to the extent over which the Consultant has control. The City agrees to review plans and other submittals and to arrange meetings in a timely manner.

- I. Commencement of Work – The City agrees to issue written authorization to proceed as soon as practical after approval by the Lewisville City Council. The Consultant agrees to commence work in accordance with the Agreement within ten (10) working days following receipt of a written authorization.
- II. Timeline – The following items of work shall be completed within the timeline indicated.
 1. Completion/furnishing of 60% preliminary design plans and opinion of probable construction cost sufficient for City review and USACE permitting: 60 calendar days from written authorization to begin excluding City review time.
 2. Completion/furnishing of 90% pre-final designs plans and opinion of probable construction cost: 120 calendar days from written authorization to begin excluding USACE (45 day) and City review time.
 3. Completion/furnishing of 100% final designs plans and opinion of probable construction cost: 150 calendar days from written authorization to begin excluding USACE (45 day) and City review time.
 4. Bidding and construction services shall correspond to the City's schedule and construction time.
 5. Closure: 30 calendar days from the date of construction completion.