

PROFESSIONAL SERVICES AGREEMENT
for
Holford’s Prairie ROW Services

The City of Lewisville, Texas, a Texas home rule municipality (the “City”), hereby engages Teague Nall and Perkins, Inc., a Texas corporation authorized to conduct business in Texas (the “Consultant”), to perform professional services in connection with Holford’s Prairie ROW Services (the “Project”). The City and Consultant shall be referred to herein collectively as the “Parties.”

1. PROJECT. The Project is described as follows:

This project is for Negotiation Services, Title Services, Appraisal Services, Relocation Services, and Engineering Services to acquire property necessary to improve Holford’s Prairie Road, which consists of a total of 17 parcels. Services will comply with City of Lewisville standards, the requirements of Texas Senate Bill 18 and The Uniform Relocation Act. A detailed description of the scope of services is included as Attachment A. These services will be based on the construction plans for Holford’s Prairie Road prepared by Teague Nall and Perkins.

2. SCOPE OF SERVICES. Following is a list of services to be included in this agreement. A detailed scope of services is included as Attachment “B”

- A. Negotiation Services
- B. Title and Closing Services
- C. Real Estate Appraisal Services
- D. Personal Property Relocation Services
- E. Residential Relocation Services
- F. Non-Residential Relocation Services
- G. Engineering Support for ROW Services

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 \$495,235.00, and shall be structured as set forth in Attachment “B”.

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 attorneys 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. **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's authorized department contract representative and the Purchasing Manager or their designee may approve changes to the schedule set forth in Attachment "B"-Project Schedule, so long as the date of final completion of the Project does not extend more than one year past the date the City issues the Notice to Proceed as set forth in Attachment "B" – Project Schedule.
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: Teague Nall and Perkins, Inc
Christopher Hartke, PE
Director of Engineering
3200 S, I-35E, Suite 1129
Denton, TX 76210
- If to City, to: City of Lewisville
Attn: David Salmon, PE, City Engineer
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 engineering 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. The City's failure to act with respect to a breach by Consultant does not waive its right to act with respect to subsequent or similar breaches. The failure of the City 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. **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 _____

CONSULTANT
Teague Nall and Perkins, Inc.

By: _____
Claire Powell, City Manager

By: Christopher Hartke
Christopher Hartke, PE
Director of Engineering

Date: _____

Date: 7/7/25

Attest: _____
Jennifer Malone, Acting City Secretary

Attest: Sean C...

CITY OF LEWISVILLE
151 West Church Street
Lewisville, Texas 75057

APPROVED AS TO FORM:

Lizbeth Plaster, City Attorney

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
Holford's Prairie ROW Services
(SH 121 Business to future Corporate Drive)
PO # 2019 - 00000628

March 26, 2025

This project is for Negotiation Services, Title Services, Appraisal Services, Relocation Services, and Engineering Services to acquire property necessary to improve Holford's Prairie Road, which consists of a total of 17 parcels. Services will comply with City of Lewisville standards, the requirements of Texas Senate Bill 18 and The Uniform Relocation Act. A detailed description of the scope of services is included as SECTION I. These services will be based on the construction plans for Holford's Prairie Road prepared by Teague Nall and Perkins.

Fees:

The compensation for the services provided in this amendment shall be based on the following:

CONSULTANT fees are not to exceed **\$495,235.00** without prior permission from the CLIENT. This includes up to seventeen (17) parcels with appraisal, title, negotiation, and relocation services.

ROW Acquisition Services Tasks	Qty	Unit Fee	Fee Type	Total Fee:
Negotiation Services	17	\$ 6,700.00	\$/EA	\$ 113,900.00
Title and Closing Services*	17	\$ 1,200.00	\$/EA	\$ 20,400.00
Real Estate Appraisal Services*	-	-	Fixed Fee	\$ 75,735.00
Personal Property Relocation Services*	4	\$ 4,700.00	\$/EA	\$ 18,800.00
Residential Relocation Services*	13	\$ 11,550.00	\$/EA	\$ 150,150.00
Non-Residential Relocation Services*	7	\$ 13,750.00	\$/EA	\$ 96,250.00
Engineering Support for ROW Services	-	-	Hourly, Est.	\$ 20,000.00
Total ROW Acquisition Services				\$ 495,235.00

Fees indicated with an asterisk (*) in the table above are to be "As-Directed" fees that will only be applied upon direction by the CLIENT.

Additional Services: Any service provided by the CONSULTANT that is not specifically described in the scope of work for this contract as defined above or delineated in an attachment shall be considered additional services. Additional services shall include, but shall not be limited to:

- 1.) Addition of parcels for acquisition caused by a change in design, parcel splits, additional requirements for either enlarged or additional parcels, settlement negotiations after the CLIENT accepts eminent domain recommendation, or other valid causes approved or required by the CLIENT.
- 2.) Additional Relocation Displacees.
- 3.) In the event of eminent domain proceedings against any parcel, the CLIENT may require the CONSULTANT to be an expert witness for pretrial conferences, depositions, special commissioner hearings, court appearances, and any other consultation with the CLIENT directly related to preparations of court testimony.

Additional services shall be considered additional work. An amendment to this agreement is needed to determine the scope and fees for any additional work.

Fees for this amendment shall be based on the hourly rates included in the TNP 2024 Standard Hourly Rate Table made a part of this amendment as SECTION III.

SECTION I

SCOPE OF SERVICES:

1.1 Negotiation Services

- (a) Analyze preliminary title reports to determine potential title curative issues.
- (b) Analyze appraisal report if applicable; confirm the CLIENT's approved value prior to making an offer for each parcel.
- (c) Prepare the initial offer letter, instruments of conveyance, and any other documents required or requested by the CLIENT on CLIENT-approved forms.
- (d) Send the initial offer, appraisal, and title report, if applicable, and the Texas Landowner's Bill of Rights to each property owner or the property owner's designated representative through CMRRR. Maintain follow-up contacts and secure the necessary instruments upon acceptance of the offer for the closing.
- (e) Make at least four (4) diligent attempts to negotiate with each property owner after which negotiations will be considered exhausted.
- (f) Prepare and maintain a negotiator's report for each parcel.
- (g) Receive any counteroffers from the property owner. Evaluate all counters and submit to and discuss them with the CLIENT's Project Manager.
- (h) After concurrence of CLIENT, prepare final offer letter with all statutorily required documents and send via USPS CMRRR.
- (i) If a settlement can't be reached or title can't be cleared, a file suitable for Eminent Domain proceedings will be provided to the Client.
- (j) All services shall be conducted in accordance with the Uniform Act and the State of Texas Property Code.

1.2 Title and Closing Services (combined)

- (a) Secure preliminary title commitment or preliminary title search, and 5-year sales data.
- (b) Identify and address title curative issues.
- (c) If requested by CLIENT, secure title insurance for parcels with permanent acquisitions, ensuring acceptable title to the CLIENT. Fees for title insurance will be paid directly to the title company and are not part of the CONSULTANT'S negotiated fee schedule.
- (d) On parcels without title insurance, CONSULTANT will coordinate delivery of compensation to property owners and record documents necessary to convey property to the CLIENT. The cost of such recording and filing fees are included in the provider's negotiated fee schedule.
- (e) Any fee related to obtaining certified court documents and fees for recording the same, shall be direct pass-through fees at the exact cost.

1.3 Real Estate Appraisal Services, if requested by the CLIENT

- (a) Appraisers will provide advance notice of the date and time of their appraisal inspections of the subject property to the CONSULTANT'S Project Manager.

- (b) Appraisers will prepare and conduct personal pre-appraisal contact with interest owners for each parcel.
- (c) Appraisers will contact property owners or their designated representative to offer an opportunity to accompany the appraiser on the appraiser's inspection of the subject property. Maintain a record of contact in the file.
- (d) For an initial appraisal assignment, prepare an appraisal report for each parcel to be acquired utilizing appropriate appraisal forms. These reports shall conform to policies and procedures along with the Uniform Standards of Professional Appraisal Practices as promulgated by the Appraisal Foundation.
- (e) CONSULTANT will review and recommend completed appraisals for approval by the CLIENT Staff or assigns.
- (f) Should revisions or updates to appraisal reports be requested by the CLIENT, CONSULTANT will submit associated fees to CLIENT for approval before authorizing such revisions or updates.

1.4 Personal Property Relocation Services, if requested by the CLIENT

- (a) Provide advance notice of the date and time of the initial meeting with the Displacee regarding the appraiser's and Relocation Agent's inspection of the subject property.
- (b) Notify all approved Displacees of eligibility for relocation assistance and provide Displacees that the CLIENT approves with a Relocation Assistance Packet consisting of the following approved forms:
 1. Parcel advisory services record
 2. Certificate of eligibility
 3. Relocation Assistance Brochure
- (c) Provide ongoing relocation assistance and advisory services to Displacees affected by the acquisition of right of way and deliver required forms to CLIENT. On-going advisory services include monitoring the move and any relocation activities taken by the Displacee. The frequency and manner for monitoring the move must match the complexity of the relocation; however, the expectation is in-person site visits, which is standard practice, and must be documented in the contact log.
- (d) Deliver the 90-day notice after an interview with the Displacee, during which the Relocation Agent determines the type, needs, and eligibilities of the Displacee.
- (e) Provide 30-day notice to vacate once the CLIENT has possession of the property. The Displacee must be given a minimum of 90 days' notice before being required to vacate.
- (f) Provider shall immediately notify CLIENT if the Displacee does not vacate the premises after the 30-day notice expires.
- (g) Relocation Agent will:
 1. Be available for any relocation appeals and meetings.
 2. Prepare all relocation payment claim submissions for all Displacees.
 3. Deliver warrant.
- (h) Provide an executed certification of eligibility with all Displacee claims.

1.5 Residential Relocation Services, if requested by the CLIENT

- (a) Provide advance notice of the date and time of the initial meeting with the Displacee regarding the appraiser's and Relocation Agent's inspection of the subject property.
- (b) Notify all approved Displacees of eligibility for relocation assistance and provide Displacees that the CLIENT approves with a Relocation Assistance Packet consisting of the following approved forms:
 - 1. Parcel advisory services record
 - 2. Certificate of eligibility
 - 3. Relocation Assistance Brochure
- (c) Provide ongoing relocation assistance and advisory services to Displacees affected by the acquisition of right of way and deliver required forms to CLIENT. On-going advisory services include monitoring the move and any relocation activities taken by the Displacee. The frequency and manner for monitoring the move must match the complexity of the relocation; however, the expectation is in-person site visits, which is standard practice, and must be documented in the contact log.
- (d) Locate, evaluate, and maintain files on comparable available housing and listings for non-residential properties for the project's duration. These files are subject to review by CLIENT.
- (e) Compute and submit the request for relocation housing/rental supplement to CLIENT on the appropriate form with supporting photos attached for each property.
- (f) Deliver the 90-day notice and benefits package at the same time as the written offer to purchase is delivered.
- (g) Not deliver the 90-day notice before a personal interview with the Displacee during which the Relocation Agent determines the type, needs, and eligibilities of the Displacee or before the issuance of the initial offer.
- (h) Provide 30-day notice to vacate once the CLIENT has possession of the property. The Displacee must be given a minimum of 90 days' notice before being required to vacate.
- (i) Provider shall immediately notify CLIENT if the Displacee does not vacate the premises after the 30-day notice expires.
- (j) Perform a decent, safe, and sanitary (DSS) inspection of replacement housing in accordance with Federal policy. Complete the appropriate forms and submit them to the CLIENT.
- (k) Relocation Agent will:
 - 1. Be available for any relocation appeals and meetings.
 - 2. Prepare all relocation payment claim submissions for all Displacees.
 - 3. Deliver warrant.
- (l) Provide an executed certification of eligibility with all Displacee claims.

1.6 Non-Residential Relocation Services, if requested by the CLIENT

- (a) Provide advance notice of the date and time of the initial meeting with the Displacee regarding the appraiser's and Relocation Agent's inspection of the subject property.

- (b) Submit completed Department Forms Move Plan, Parcel Record and Certificate of Eligibility signed by Displacee to the Client R/W Relocation Project Manager.
- (c) Provide 90-day notice to Displacee. Displacee may not receive a 90-day notice prior to an initial interview.
- (d) Submit memorandum to the CLIENT reporting the actual date the Displacee vacated parcel, including documentation (as directed by the CLIENT) of the move.
- (e) Transmittal of memorandum to the CLIENT stating that all relocation assistance has been completed.
- (f) Submit the completed file to the CLIENT with documents filed by the activity date. Completed file documents must contain; all contacts with the Displacee, completed claim forms and copies of all payment submissions for relocation assistance, and a signed form (in checklist format, as directed and approved by the Client) by the Displacee verifying move is completed and benefits have been explained to them.

1.7 Engineering Support for ROW Services

- (a) Provide engineering technical support as needed by the ROW services department to assist with the acquisition process.
- (b) Provide design plan information if needed to aid in negotiations.
- (c) Participate in site visits with the ROW department, CLIENT meetings, and property owner meetings.

SECTION II

RELOCATION MILESTONE FEE STRUCTURE

Personal Property Relocation: Payment made on per displacee basis

45% payment milestone paid upon:

1. Submitting completed Move Plan, Parcel Record and Certificate of Eligibility signed by Displacee to the CLIENT. AND
2. Providing 90-day notice to Displacee. Displacee may not receive a 90-day notice prior to an initial interview.

Note: If Displacee is not entitled to relocation benefits by virtue of not being legally present in the United States, this would be reduced to a single milestone of 10%.

55% payment milestone paid upon:

1. Transmittal of memorandum to the CLIENT stating that all relocation assistance has been completed. AND
2. Submittal of completed file to the CLIENT with documents filed by date of activity. Completed file documents must contain: all contacts with the Displacee, completed claim forms and copies of all payment submissions for relocation assistance, and signed form (in checklist format, as directed and approved by the CLIENT) by the Displacee verifying move is completed and all benefits have been explained to them.

Residential Relocation: Payment made on per displacee basis

40% payment milestone paid upon:

Submitting completed Department Forms Move Plan, Parcel Record, and Certificate of Eligibility signed by Displacee to the CLIENT. AND

- 2 Delivery of computation, submittal and approval of replacement housing supplement to the CLIENT. AND
- 3 Submitting proof of providing 90-day notice to Displacee after initial interview.

Note: Displacee may not receive a 90-day notice prior to an initial interview. If Displacee is not entitled to relocation benefits by virtue of not being legally present in the United States, this milestone would be reduced to a single milestone of 10%.

30% payment milestone paid upon:

- 1 Submitting memorandum to the CLIENT reporting the actual date the Displacee vacated parcel and includes detailed documentation (as directed by the CLIENT) of the move. This assumes the replacement housing has been acquired and the move was monitored by the Provider.

30% payment milestone paid upon:

- 1 Transmittal of memorandum to the CLIENT stating that all relocation assistance has been completed. AND
- 2 Submittal of completed file to the CLIENT with documents filed by date of activity. Completed file documents must contain: all contacts with the Displacee, completed claim forms, copies of all payment

submissions for relocation assistance, and signed form (in a checklist format, as directed and approved by the CLIENT) by Displacee verifying move is completed and all benefits have been explained to them.

Non-Residential Relocation: Payment made on per displacee basis

40% payment milestone paid upon:

- 1 Submitting completed Department Forms Move Plan, Parcel Record and Certificate of Eligibility signed by Displacee to the CLIENT. AND
- 2 Providing 90-day notice to Displacee. Displacee may not receive a 90-day notice prior to an initial interview. If Displacee is not entitled to relocation benefits by virtue of not being legally present in the United States, this milestone would be reduced to a single milestone of 10%.

30% payment milestone paid upon:

- 1 Submitting memorandum to the CLIENT reporting the actual date the Displacee vacated parcel and includes detailed documentation (as directed by the CLIENT) of the move. This assumes the move was monitored.

30% payment milestone paid upon:

- 1 Transmittal of memorandum to the CLIENT stating that all relocation assistance has been completed. AND
- 2 Submittal of completed file to the CLIENT with documents filed by date of activity. Completed file documents must contain: all contacts with the Displacee, completed claim forms and copies of all payment submissions for relocation assistance, and signed form (in checklist format, as directed and approved by the CLIENT) by the Displacee verifying move is completed and all benefits have been explained to them.

SECTION III

Project Schedule

The Services will commence within 10 days of official notice to proceed. TNP will make all reasonable efforts to move the project forward in a timely manner. Due to the nature of ROW negotiations, the schedule will depend on factors beyond the control of the CONSULTANT, however, TNP will keep the CLIENT informed of progress at a regular interval and notify the CLIENT of any potential delays.

Below is an idealized schedule for one parcel. This is provided to give a potential example of the duration for ROW services, but there are many variables outside of the CONSULTANT's control. This timeline represents a reasonable average, but some factors could either shorten the timeline or lengthen it considerably.

ID	Task Name	Duration	Start	Finish	Timeline																				
					Half 2, 2025					Half 1, 2026					Half 2, 2026										
					J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N			
1	Holford's Prairie Rd. ROW Services	92 days	Tue 7/22/25	Wed 11/26/25	[Green bar spanning from Tue 7/22/25 to Wed 11/26/25]																				
2	Prepare and initiate	10 days	Tue 7/22/25	Mon 8/4/25	[Blue bar from Tue 7/22/25 to Mon 8/4/25]																				
3	Title Report	30 days	Tue 8/5/25	Mon 9/15/25	[Blue bar from Tue 8/5/25 to Mon 9/15/25]																				
4	Appraisal Report	30 days	Tue 8/26/25	Mon 10/6/25	[Blue bar from Tue 8/26/25 to Mon 10/6/25]																				
5	Negotiation Services	40 days	Tue 9/16/25	Mon 11/10/25	[Blue bar from Tue 9/16/25 to Mon 11/10/25]																				
6	Closing	20 days	Tue 11/11/25	Mon 12/8/25	[Blue bar from Tue 11/11/25 to Mon 12/8/25]																				
7	Relocation Services	260 days	Tue 10/7/25	Mon 10/5/26	[Blue bar from Tue 10/7/25 to Mon 10/5/26]																				

SECTION IV

Teague Nall and Perkins, Inc.

2024 Standard Hourly Rates

Effective January 1, 2024 to December 31, 2024

Engineering/Landscape Architecture/ROW	Hourly Billing Rate
Principal or Director	\$310.00
Team Leader	\$285.00
Senior Project Manager	\$280.00
Project Manager	\$240.00
Senior Engineer	\$290.00
Project Engineer	\$190.00
Senior Structural Engineer	\$295.00
Structural Engineer	\$210.00
Engineer III/IV	\$170.00
Engineer I/II	\$145.00
Senior Landscape Architect/Planner	\$290.00
Landscape Architect / Planner	\$210.00
Landscape Designer	\$150.00
Senior Designer	\$195.00
Designer	\$170.00
Senior CAD Technician	\$165.00
CAD Technician	\$130.00
IT Technician	\$190.00
Clerical	\$90.00
ROW Manager	\$265.00
Senior ROW Agent	\$195.00
ROW Agent	\$155.00
Relocation Agent	\$195.00
ROW Tech	\$110.00
Intern	\$90.00
Surveying	Hourly Billing Rate
Survey Manager	\$310.00
Registered Professional Land Surveyor (RPLS)	\$265.00
Field Coordinator	\$160.00
S.I.T. or Senior Survey Technician	\$155.00
Survey Technician	\$140.00
1-Person Field Crew w/Equipment**	\$170.00
2-Person Field Crew w/Equipment**	\$200.00

3-Person Field Crew w/Equipment**	\$225.00
4-Person Field Crew w/Equipment**	\$245.00
Flagger	\$65.00
Abstractor (Property Deed Research)	\$105.00
Small Unmanned Aerial Systems (sUAS) Equipment & Crew	\$475.00
Terrestrial Scanning Equipment & Crew	\$290.00

Utility Management, Utility Coordination, and SUE	Hourly Billing Rate
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Senior Utility Coordinator	\$190.00	
Utility Coordinator	\$170.00	
SUE Field Manager	\$190.00	
Sr. Utility Location Specialist	\$180.00	
Utility Location Specialist	\$135.00	
1-Person Designator Crew w/Equipment***	\$165.00	
2-Person Designator Crew w/Equipment***	\$220.00	
2-Person Vac Excavator Crew w/Equip (Exposing Utility Only)	\$335.00	(4 hr. min.)
Core Drill (equipment only)	\$830.00	per day
SUE QL-A Test Hole (0 < 8 ft)****	\$2,400.00	each
SUE QL-A Test Hole (> 8 < 15 ft)****	\$2,900.00	each

Construction Management, Construction Engineering and Inspection (CEI)	Hourly Billing Rate
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Construction Inspector I/II	\$120.00
Construction Inspector III	\$140.00
Senior Construction Inspector	\$160.00
Construction Manager	\$235.00
Senior Construction Manager	\$280.00

Direct Cost Reimbursables

A fee equal to 3% of labor billings shall be included on each monthly invoice for prints, plots, photocopies, plans or documents on CD, DVD or memory devices, and mileage. No individual or separate accounting of these items will be performed by TNP.

Any permit fees, filing fees, or other fees related to the project and paid on behalf of the client by TNP to other entities shall be invoiced at 1.10 times actual cost.

Notes:

All subcontracted and outsourced services shall be billed at rates comparable to TNP's billing rates above or cost times a multiplier of 1.10.

* Rates shown are for 2024 and are subject to change in subsequent years.

** Survey equipment may include truck, ATV, Robotic Total Station, GPS Units and Digital Level.

*** Includes crew labor, vehicle costs, and field supplies.