EXHIBIT "C"

WORK ASSIGNMENT
WORK ASSIGNMENT NO 18

PROJECT NUMBER: -   Subdivision Regulations Update

This Work Assignment is executed in accordance with the Master Services Agreement entered into by the City of Diamondhead, Mississippi and Covington Civil and Environmental, LLC on the 29th day of October 2021.

> WHEREAS, each of said parties represents that it continues to have authority to execute this Work Assignment and that all certifications previously made in said Agreement remain in effect;

> NOW THEREFORE, the parties hereto do further contract and agree to add the following items of work to the above Agreement under the additional terms and conditions as are hereinafter stated:

SPECIFIC SCOPE OF WORK FOR THIS WORK ASSIGNMENT OR PHASE

The City has requested Covington review the existing subdivision regulations and help revise as necessary for approval by the City Council.   Covington proposes the following tasks to complete the requested scope of work.

Task 1: Review Subdivision Regulations: Covington will complete a review of the existing Diamondhead subdivision regulations.

Task 2: Diamondhead Staff Meeting: Covington will meet with the City Manager, Public Works Director, Building Official and other City staff as recommended by the City Manager to get a full understanding of any issues, areas of concern, desired outcomes and goals. Covington is budgeting to attend one meeting where all required city staff will be available.

Task 3: Revise Subdivision Regulations: Based on the information provided and feedback received during tasks 1 and 2 above, Covington will update the subdivision regulations and submit to the City of Diamondhead for Review.

Task 4: Final Staff Review Meeting: Covington will attend a review meeting with City Staff to review the updated subdivision regulations.

Task 5: Final Revision to Subdivision Regulations: Based on the information provided and feedback received during tasks 4 above, Covington will update the subdivision regulations and submit to the City of Diamondhead for Approval.

Task 6: City Council Meeting: Covington will attend a City Council Meeting to present the final subdivision regulations for approval. Covington is budgeting to attend one City Council Meeting under Task 6.

Assumptions and Qualifications:

- The City of Diamondhead will provide the latest subdivision regulations and any previous text amendments in a writable word document format.
- Covington's scope of work is limited to the meetings identified above and providing recommendations for the technical aspects of the regulations such as street widths, stormwater management, sidewalks, curb and gutter.
- In the event additional meetings or an expanded scope of work are required, Covington will provide the City with a revised budget and work assignment for approval.

WORK ASSIGNMENT TERM [No new Work Assignments shall be executed a f t e r *October 28, 2024.]*

This WORK ASSIGNMENT shall be effective upon the latest date of execution hereof and continue until *August 2, 2022,* at 11:59 P.M. CDT.
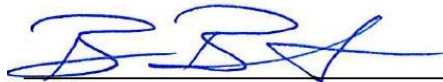
DBEGOAL
The DBE goal established for this Work Assignment shall be 0 %

KEY PERSONNEL

CITY

CONSULTANT PROJECT MANAGER: (Certified as a Professional Engineer to do business in the State of Mississippi)

_____
Ben Benvenutti, P.E., Principal Engineer

_____

Progress Schedule	
Task(s)	Duration (From NTP)
1	1 Week
2	2 Weeks
3	4 Weeks
4	5 Weeks
5	6 Weeks
6	8 Weeks

MAXIMUM ALLOWABLE COST

Contract Maximums:

Under no circumstances shall the amount payable by the City for this assignment exceed $ 5,500.00 (Total of all Charges) without the prior written consent of both parties.
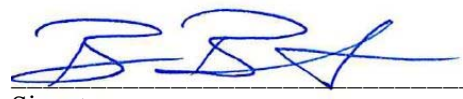
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Both parties hereto represent that they have authority to enter into Work Assignment No. 18, as "Exhibit C" of the Agreement executed by and between the City and Engineer to which is now made a part of said Agreement.

SO EXECUTED AND AGREED THIS THE_____DAY OF_____ -

City of Diamondhead

_____
Signature

Covington Civil and Environmental

_____
Signature

WITNESS this my signature in execution hereof, this the _____ day of _____.

ATTEST:_____