

**LETTER OF AGREEMENT
BETWEEN
THE CITY OF PORT LAVACA
AND
URBAN ENGINEERING**

THIS AGREEMENT ENTERED INTO by and between the City of Port Lavaca, (hereinafter called the "**CITY**"), acting herein by JoAnna P. Weaver, City Manager & City Engineer, hereunto duly authorized, and Urban Engineering, acting herein by Matt A. Glaze, P.E., Vice President, (hereinafter called "**Engineer**").

WHEREAS, the CITY, per Resolution No. R-091123-1, selected Urban Engineering to render assistance and services in connection with grant development for the City of Port Lavaca Harbor of Refuge Shoreline Restoration project under the Texas General Land Office Community Development Block Grant – Mitigation (CDBG-MIT) Program.

WHEREAS, the Engineer will be responsible for providing general grant development services including preparation of maps, budget justifications and other required data for submission of an application to the Texas General Land Office under the CDBG-MIT Program.

NOW THEREFORE, the parties do mutually agree as follows:

1. Compensation and Method of Payment. For services rendered by the Engineer and based upon the award following the Request for Qualifications (RFQ) selection by the CITY, the Engineer's fee for application services is **\$2,000.00**. A contract post-application is forthcoming.
2. Services. Services include but are not limited to preparing maps, table 2, budget justifications, developing project narrative and working with project grant consultant to develop the project for packaging and submission of the application to the Texas General Land Office.
3. Time of Performance. The services of the Engineer shall commence upon approval of this agreement and shall terminate upon submission and completion of an application to the Texas General Land Office.

IN WITNESS, whereof, the CITY and Engineer have executed this agreement as of this _____ day of _____, 2023.

City of Port Lavaca

Urban Engineering
TREF# F-160

JoAnna P. Weaver, P.E.
City Manager & City Engineer

Matt A. Glaze, P.E.
Vice President