



ENGINEERING SERVICES

To: Mayor and Town Council

From: Hulon T. Webb, Jr., Director of Engineering Services

Through: Harlan Jefferson, Town Manager
Rebecca Zook, Executive Director of Development and Infrastructure Services

Re: Town Council Meeting – March 29, 2022

Agenda Item:

Consider and act upon authorizing the Town Manager to execute a Professional Services Agreement between Freese and Nichols, Inc., and the Town of Prosper, Texas, related to stormwater inspections services.

Description of Agenda Item:

Due to the significant increase in Single Family Permits issued in the past couple of years and the need to remain in compliance with the Town's Stormwater Management Plan (SWMP) approved by the Texas Commission on Environmental Quality (TCEQ), we are recommending that we utilize a 3rd party inspector to assist our Stormwater Utility Administrator. The 3rd party inspection will support us in the following manner:

- Consultant to provide stormwater inspection services for an average of 20 hours per week (for new housing developments) for approximately 23 weeks.
- It is anticipated that the inspection consultant will visit each project site an average of 2-3 days per week. The intent of the site visits is to ensure compliance and maintenance of all necessary storm water measures required by the State. If during the course of an inspection, a violation is observed, the following process will be followed:
 - First Site Visit: Issue warning report to builder/developer of observed violation(s).
 - Second Site Visit (48-72 hours after first): Issue report of violation(s) to builder/developer, if necessary.
 - Third Site Visit (48-72 hours after second): Issue follow-up report of violations(s) to builder/developer, if necessary.
- Consultant's inspector will notify the builder/developer directly for reported violations. If at the time of the third reinspection the builder/developer has not complied, a third report will be issued to the builder/developer by the Consultant and the Town of Prosper will handle the "Stop Work" notification to the builder/developer.

At the April 9, 2019, Town Council meeting, the Town Council approved a list of qualified engineering firms, which included services for construction management and/or inspection support. Freese and Nichols, Inc., is included on the approved list.

Budget Impact:

The cost for the services is \$50,000. A total of \$50,000 was approved for these services in the FY2022 Adopted Budget in Account No. 450-5410-98-02.

Legal Obligations and Review:

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the standard Professional Services Agreement as to form and legality.

Attached Documents:

1. Professional Service Agreement

Town Staff Recommendation:

Town staff recommends that the Town Council authorize the Town Manager to execute a Professional Services Agreement between Freese and Nichols, Inc., and the Town of Prosper, Texas, related to stormwater inspections services.

Proposed Motion:

I move to authorize the Town Manager to execute a Professional Services Agreement between Freese and Nichols, Inc., and the Town of Prosper, Texas, related to stormwater inspections services.