

**PROFESSIONAL SERVICES AGREEMENT
FOR
ENGINEERING SERVICES
RELATED TO
ENGINEERING & PLANNING PROJECT NO. 2025-10013
CITY OF TOMBALL
TOMBALL HILLS DRAINAGE STUDY**

**THE STATE OF TEXAS §
 §
COUNTY OF HARRIS §**

THIS AGREEMENT is made, entered into, and executed by and between the CITY OF TOMBALL, TEXAS (the "City"), a municipal corporation of the State of Texas, and Ardurra ("Engineer").

WITNESSETH:

WHEREAS, the City desires to conduct a Drainage Area Study and Alternatives Analysis (the "Project"); and

WHEREAS, the services of a professional engineering firm are necessary to project planning and design, and

WHEREAS, the Engineer represents that it is fully capable and qualified to provide professional services to the City related to professional engineering;

NOW, THEREFORE, the City and Engineer, in consideration of the mutual covenants and agreements herein contained, do mutually agree as follows:

**SECTION I.
SCOPE OF AGREEMENT**

Engineer agrees to perform certain professional services as outlined and defined in the Proposal attached hereto as Exhibit A, and made a part hereof for all purposes, hereinafter sometimes referred to as "Scope of Work," and for having rendered such services, the City agrees to pay Engineer compensation as stated in the Section VII.

**SECTION II.
CHARACTER AND EXTENT OF SERVICES**

Engineer shall do all things necessary to render the engineering services and perform the Scope of Work in a manner consistent with the professional skill and care ordinarily provided by competent engineering practicing in the same or similar locality and under the same or similar circumstances and professional license. It is expressly understood and agreed that Engineer is an Independent Contractor in the performance of the services

agreed to herein. It is further understood and agreed that Engineer shall not have the authority to obligate or bind the City, or make representations or commitments on behalf of the City or its officers or employees without the express prior approval of the City. The City shall be under no obligation to pay for services rendered not identified in Exhibit "A" without prior written authorization from the City.

SECTION III. OWNERSHIP OF WORK PRODUCT

Engineer agrees that the City shall have the right to use all exhibits, maps, reports, analyses and other documents prepared or compiled by Engineer pursuant to this Agreement. The City shall be the absolute and unqualified owner of all studies, exhibits, maps, reports, analyses, determinations, recommendations, computer files, and other documents prepared or acquired pursuant to this Agreement with the same force and effect as if the City had prepared or acquired the same. It is further understood and agreed that ownership and usage rights associated with the above referenced documents and analyses, hereinafter referred to as instruments, are contingent upon Engineer's completion of the services which will result in the production of such instruments and Engineer's receipt of payment, in full, for said services. Additionally, City understands and agrees that the rights described and provided hereunder shall not preclude or prevent Engineer from continuing to use those processes, analyses and data.

SECTION IV. TIME FOR PERFORMANCE

The time for performance is an estimated 90 calendar day duration beginning from the execution date of this Agreement. Upon written request of the Engineer, the City may grant time extensions to the extent of any delays caused by the City or other agencies with which the work must be coordinated and over which Engineer has no control.

SECTION V. COMPLIANCE AND STANDARDS

Engineer agrees to perform the work hereunder in accordance with generally accepted standards applicable thereto and shall use that degree of care and skill commensurate with the applicable profession to comply with all applicable state, federal, and local laws, ordinances, rules, and regulations relating to the work to be performed hereunder and Engineer's performance.

SECTION VI. INDEMNIFICATION

To the fullest extent permitted by Texas Local Government Code Section 271.904, Engineer shall and does hereby agree to indemnify, hold harmless and defend the City, its officers, agents, and employees against liability for damage caused by or resulting from an act of negligence, intentional tort, intellectual property infringement, or failure to pay a subcontractor or supplier committed by the Engineer, the Engineer's agent, consultant under contract, or another entity over which the Engineer exercises control.

SECTION VII. ENGINEER'S COMPENSATION

For and in consideration of the services rendered by Consultant pursuant to this Agreement, the City shall pay Engineer only for the actual work performed under the Scope of Work, on the basis set forth in Exhibit "A," up to an amount not to exceed **\$28,560**, including reimbursable expenses as identified in Exhibit "A".

SECTION VIII. INSURANCE

Engineer shall procure and maintain insurance for protection from workers' compensation claims, claims for damages because of bodily injury, including personal injury, sickness, disease, or death, claims or damages because of injury to or destruction of property, including loss of use resulting therefrom, and claims of errors and omissions.

SECTION IX. TERMINATION

The City may terminate this Agreement at any time by giving seven (7) days prior written notice to Engineer. Upon receipt of such notice, Engineer shall discontinue all services in connection with the performance of this Agreement and shall proceed to promptly cancel all existing orders and contracts insofar as such orders or contracts are chargeable to the Agreement. As soon as practicable after receipt of notice of termination, Engineer shall submit a statement, showing in detail the services performed under this Agreement to the date of termination. The City shall then pay Engineer that proportion of the prescribed charges which the services actually performed under this Agreement bear to the total services called for under this Agreement, less such payments on account of the charges as have been previously made. Copies of all completed or partially completed maps, studies, reports, documents and other work product prepared under this Agreement shall be delivered to

the City when and if this Agreement is terminated.

**SECTION X.
ADDRESSES, NOTICES AND COMMUNICATIONS**

All notices and communications under this Agreement shall be mailed by certified mail, return receipt requested, to Consultant at the following address:

Ardurra
Attention: Jeffrey S. Peters, PE
3115 Allen Parkway
Houston, Texas 77019

All notices and communications under this Agreement shall be mailed by certified mail, return receipt requested, to the City at the following address:

City of Tomball
Attn: Project Manager
501 James Street
Tomball, Texas 77375

**SECTION XI.
LIMIT OF APPROPRIATION**

Prior to the execution of this Agreement, Engineer has been advised by the City and Engineer clearly understands and agrees, such understanding and agreement being of the absolute essence to this Agreement, that the City shall have available only those sums as expressly provided for under this Agreement to discharge any and all liabilities which may be incurred by the City and that the total compensation that Engineer may become entitled to hereunder and the total sum that the City shall become liable to pay to Engineer hereunder shall not under any conditions, circumstances, or interpretations hereof exceed the amounts as provided for in this Agreement.

**SECTION XII.
SUCCESSORS AND ASSIGNS**

The City and Engineer bind themselves and their successors, executors, administrators, and assigns to the other party of this Agreement and to the successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Neither the City nor Engineer shall assign, sublet, or transfer its interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body which may be a party hereto.

**SECTION XIII.
DISCLOSURE OF INFORMATION**

Engineer shall under no circumstances release any material or information developed in the performance of its services hereunder without the express written permission of the City.

**SECTION XIV.
MODIFICATIONS**

This instrument, including Exhibits A and B, contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral or written representations or modifications concerning this instrument shall be of no force and effect excepting a subsequent modification in writing signed by both parties hereto.

**SECTION XV.
ADDITIONAL SERVICES OF ENGINEER**

If authorized in writing by the City, Engineer shall furnish, or obtain from others, Additional Services that may be required because of significant changes in the scope, extent or character of the portions of the Project designed or specified by the Engineer, as defined in Exhibit "A". These Additional Services, plus reimbursable expenses, will be paid for by the Owner on the basis set forth in Exhibit "A," up to the amount authorized in writing by the City.

**SECTION XVI.
CONFLICTS OF INTEREST**

Pursuant to the requirements of the Chapter 176 of the Texas Local Government Code, Consultant shall fully complete and file with the City Secretary a Conflict of Interest Questionnaire.

**SECTION XVII.
PAYMENT TO ENGINEER FOR SERVICES AND
REIMBURSABLE EXPENSES**

Invoices for Basic and Additional Services and reimbursable expenses will be prepared in accordance with Engineer's standard invoicing practices and will be submitted to the City by Engineer at least monthly. Invoices are due and payable thirty (30) days after receipt by the City.

XVIII.
MISCELLANEOUS PROVISIONS

A. This Agreement is subject to the provisions of the Texas Prompt Payment Act, Chapter 2250 of the Texas Government Code. The approval or payment of any invoice shall not be considered to be evidence or performance by Engineer or of the receipt of or acceptance by the City of the work covered by such invoice.

B. Venue for any legal actions arising out of this Agreement shall lie exclusively in the federal and state courts of Harris County, Texas.

C. This Agreement is for sole benefit of the City and Engineer, and no provision of this Agreement shall be interpreted to grant or convey to any other person any benefits or rights.

D. Engineer further covenants and agrees that it does not and will not knowingly employ an undocumented worker. An "undocumented worker" shall mean an individual who, at the time of employment, is not (a) lawfully admitted for permanent residence to the United States, or (b) authorized by law to be employed in that manner in the United States.

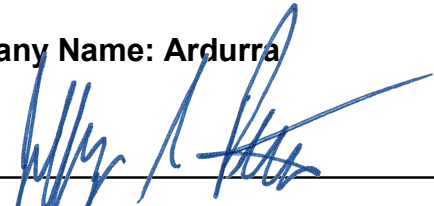
E. In accordance with Chapter 2270, Texas Government Code, a government entity may not enter into a contract with a company for goods or services unless the Engineer covenants and agrees that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. Furthermore, the Engineer is prohibited from engaging in business with Iran, Sudan or Foreign Terrorist Organizations.

F. In accordance with Chapter 2274 of the Texas Government Code, Engineer covenants that it: (1) does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association, and (2) will not discriminate during the term of this contract against a firearm entity or firearm trade associations.

IN WITNESS WHEREOF, the City of Tomball, Texas, has lawfully caused this Agreement to be executed by its Mayor; and Engineer, acting by its duly authorized officer/representative does now sign, execute and deliver this instrument.

EXECUTED on this ____ day of _____, _____.

Company Name: Ardurra



Name: Jeffrey S. Peters, PE

Title: Principal Engineer

CITY OF TOMBALL, TEXAS

David Esquivel, City Manager

ATTEST:

Shannon Bennett, Assistant City Secretary

EXHIBIT A



April 2, 2025

Mr. Drew Huffman
Director of Public Works
City of Tomball
501 James St
Tomball, TX 77375

Subject: Request for Proposal
Tomball Hills Drainage Area Study
Alternatives Analysis

Dear Mr. Huffman:

Ardurra Group, Inc (Ardurra) is pleased to submit this proposal to provide professional engineering services to the City of Tomball, TX for the subject project. We understand the purpose of the study is to examine potential solutions to reduce street flooding on Camille Dr. near Alice Ln. as well as impacts to business along the SH 249 access road, while minimizing neighborhood disruptions along Camille Dr. and Stella Ln. Costs for any feasible alternate solutions will be compared against the current plan as shown in the Draft City of Tomball Drainage Master Plan (2025) along with any non-cost factors (public disturbance, easement, ROW, etc.) for the City to select a path forward.

Project Overview and Scope

The objective of this scope of services is to identify alternative concepts to achieve the project goals described above, estimate construction costs, identify non-cost factor advantages and disadvantages, and provide documentation with recommendations for improvements to increase capacity, mitigate roadway ponding, and ensure compliance with local, state, and federal regulations. The scope includes preliminary assessments only. Any topographical surveys, hydrologic and hydraulic analysis, detailed redirection of public flows from conveying across private property, permitting, bidding support, and construction oversight is reserved for a future project phase, if appropriate and not included in this scope. Currently public conveyance is limited to a public easement however landowner states drainage continues to cause issues for property.



1. Project Initiation and Data Collection

- Objective: Gather existing data.
- Tasks:
 - Review existing site plans, topographic surveys, as-built drawings, and drainage studies.
 - Collect data on current stormwater infrastructure (e.g., pipe sizes, inlets, outfalls, and detention systems).
 - Obtain historical rainfall data, flood records, and resident feedback records from the City of Tomball on drainage issues (e.g., recurring flooding locations).
 - Observe and identify underground and overhead utilities that may impact drainage improvements.
- Deliverables:
 - No deliverables under this task.

2. Field Investigation and Survey

- Objective: Assess existing conditions. (topographic data for potential future phase).
- Tasks:
 - Perform a site visit to visually inspect the street, drainage inlets, downstream outfalls, and surrounding areas.
 - Identify visible signs of flooding, erosion, or infrastructure deterioration.
 - Confirm by visual observation elevations, slopes, and drainage flow paths of existing provided data.
 - Locate and visually verify the condition of existing drainage features (e.g., culverts, pipes, ditches).
 - Soil conditions assessment is not included – reserved for potential future phase.
- Deliverables:
 - Field investigation report with photographs and observations.
 - Sketches, concepts, figures provided in draft and final deliverables.

3. Conceptual Design

- Objective: Develop preliminary solutions to address drainage capacity issues.
- Tasks:
 - Propose drainage improvement alternatives (e.g., upsizing pipes, adding inlets, constructing detention basins, or enhancing roadside swales).
 - Estimate preliminary costs, construction feasibility, and right-of-way impacts for each alternative.
 - Conduct a workshop with the client to review alternatives and select a preferred option.
- Deliverables:
 - Draft and Final Conceptual design sketches or diagrams.
 - Draft and Final Preliminary cost estimates and alternatives analysis memorandum.



Exclusions

- Land acquisition or right-of-way negotiations.
- Topographic survey and/or survey instruments, title research, etc.
- Preliminary and Final design and construction phase services
- Detailed geotechnical investigations
- Public outreach or community engagement beyond technical meetings with the client.

Fee Basis and Schedule

Services will be provided on a lump-sum as presented below and on the attached level of effort detail.

NO.	DELIVERABLE	DATE	VALUE
1	Tomball Hills Drainage Area Study		
1.1	Project Initiation and Data Collection	1-2 weeks	\$1,250
1.2	Field Investigation and Survey	1-2 weeks	\$2,580
1.3	Draft Conceptual Design Sketches, Cost Estimates and Alternatives Analysis Memorandum	3-4 weeks	\$20,740
1.4	Final Conceptual Design Sketches, Cost Estimates and Alternatives Analysis Memorandum	1-2 weeks	\$3,990
	TOTAL		\$28,560

Each Task will be performed on a lump sum basis. Any requested additional effort will be billed at the hourly rates shown below or separate lump sum negotiation.

LABOR CATEGORY	HOURLY RATE
Project Director / Tech Director / Tech Specialist/	\$325
Principal/Sr. Project Manager	\$325
Subject Matter Expert (QA/QC)	\$300
Engineer/Scientist 7/8	\$270
Engineer/Scientist 5/6	\$230
Engineer/Scientist 3/4	\$190
Engineer/Scientist 1/2	\$150
Senior Designer/Drafter	\$200
Administrative/Accounting	\$130

April 2, 2025



Ardurra proposed to provide the scope of services described above for a lump sum in the amount of \$28,560.00. A detailed level of effort is also attached. For additional requested work outside the scope of services described above, Ardurra will perform the work on an hourly basis in accordance with the rates presented in the table above.

We look forward to beginning work on this important project and appreciate the opportunity to serve the City of Tomball. If you have any questions or require additional information, please contact me at 713-385-5601.

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Jeffrey S. Peters', with a long horizontal flourish extending to the right.

Jeffrey S. Peters, P.E., BCEE
Principal Engineer
Ardurra Group, Inc.
TBPE Firm Registration No F-10053

Attachments: Level of Effort

cc: Adam Eaton, PE – Ardurra
Rajesh Tanwani, PE - Ardurra
Patrick Donart, PE - Ardurra