

CITY OF CORPUS CHRISTI, TEXAS
TASK ORDER No. 1-CorpusChristi-2017HurricaneHarvey

In accordance with the Notice-to-Proceed dated August 24, 2017 issued by the **City of Corpus Christi, Texas** (City) to **Tetra Tech, Inc.**, City hereby authorizes the services to be performed for the period of performance and estimated budget set forth herein:

PROJECT: Disaster Debris Monitoring Services
2017 Hurricane Harvey

ESTIMATED PERIOD OF PERFORMANCE: August 24, 2017 through January 31, 2018

To the extent the period of performance is required to be extended due to reasons beyond the Tetra Tech Team's control; such unforeseen circumstances may result in an increase in the project timeline and budget.

SCOPE: Tetra Tech shall provide the following services:

- a. Hiring, scheduling, training and managing field monitoring staff.
- b. Certifying contractor vehicles for debris removal using methodology and documentation practices appropriate for contract monitoring.
- c. Monitoring and documenting debris removal contractor operations from right of ways (ROW) and disposal sites.
- d. Monitoring and documenting hazardous tree removal (Leaners and Hangers – L&H) contractor operations from public ROW.
- e. Developing operational reports to keep the City informed of work progress.
- f. Review and reconciliation of debris removal contractor invoices prior to submission to the City for processing.

ESTIMATED COST (not to exceed)

Initial Not-to Exceed Amount: **\$1,570,041.00**

The fee for the services will be based on the actual hours of services furnished multiplied by Tetra Tech's hourly rates plus reasonable non-labor expenses as set forth in Contract No. HGAC/HP07-13. The table below outlines the anticipated staff positions and level of effort for this assignment.

Position	Hourly Labor Rate	Estimated # of Staff	Estimated # of Hours/Day	Estimated # of Days	Estimated Total
Field Project Manager	75.00	1	10	90	67,500.00
Operations Manager*	63.00	1	10	90	56,700.00
Health and Safety Officer	59.00	1	2	90	10,620.00
Data Manager*	59.00	1	12	75	53,100.00
Billing/Invoice Manager	49.00	1	2	75	7,350.00
GIS Operator	49.00	1	2	15	1,470.00
Field Supervisor*	46.00	3	12	90	149,040.00
Billing/Invoice Analyst	39.00	1	2	75	5,850.00
Disposal Site Monitor*	37.00	6	12	90	239,760.00
Collection Monitor*	37.00	20	12	90	799,200.00
Project Coordinator	34.00	1	12	90	36,720.00
Estimated Labor					\$ 1,427,310.00
Estimated Expenses***					\$ 142,731.00
Estimated Total**					\$ 1,570,041.00

**Includes ADMS fee.*

***The above estimated level of effort and associated costs are based on available information at the time the estimates were prepared and do not represent the actual cost of the project. Due to the uncertain nature of the work involved, Tetra Tech cannot guarantee that the work will be performed within the estimated amount provided above. If, during the performance of this work, it is determined additional hours, expenses and/or funding is required in order to complete the project, Tetra Tech and the City will mutually agree on a new/revised estimated cost and Tetra Tech will not proceed without written authorization from an authorized representative of the City.*

****Non-labor expenses shall be invoiced as follows: 1) travel expenses including airfare and car rental shall be invoiced at cost, without mark-up; 2) lodging shall be invoiced up to the per diem rate according to the GSA rates established at www.gsa.gov; 3) meals and incidentals shall be invoiced at the GSA per diem rate (receipts are not required); 4) mileage shall be invoiced at the federally published rate; 5) field documents and other equipment/supplies shall be invoiced at cost, without markup and 6) other required non-labor expenses as may be applicable to the project and pre-approved by the City shall be invoiced at cost, without mark-up.*

INVOICE AND PAYMENT:

Monthly Invoices -- Invoices are to be mailed/emailed to:

Attn: Accounts Payable
City of Corpus Christi
2525 Hygeia Street
Corpus Christi, TX 78415

Payment terms are Net 30 days -- Payments are to be mailed to:

Tetra Tech, Inc.
PO 911642
Denver, CO 80291-1642

APPROVED BY:

Tetra Tech, Inc.

City of Corpus Christi, Texas

Signature: _____

Name: Jonathan Burgiel

Title: Vice President/Ops Manager

Signature: _____

Name: _____

Title: _____