

## WORK AUTHORIZATION

### WORK AUTHORIZATION NO. 11 PROJECT: Schultz Lane – Environmental Services

This Work Authorization is made pursuant to the terms and conditions of the Williamson County Contract for Environmental Services, being dated May 9, 2024 and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and SWCA Environmental Consultants (the "Firm").

Part 1. The Firm will provide the following Environmental Services set forth in Attachment “B” of this Work Authorization.

Part 2. The maximum amount payable for services under this Work Authorization without modification is \$10,849.50.

Part 3. Payment to the Firm for the services established under this Work Authorization shall be made in accordance with the Contract.

Part 4. This Work Authorization shall become effective on the date of final acceptance and full execution of the parties hereto and shall terminate on October 31, 2026. The Firm’s Services set forth in Attachment “B” of this Work Authorization shall be fully completed on or before said date unless extended by a Supplemental Work Authorization.

Part 5. This Work Authorization does not waive the parties’ responsibilities and obligations provided under the Contract.

Part 6. County believes it has sufficient funds currently available and authorized for expenditure to finance the costs of this Work Authorization. Firm understands and agrees that County’s payment of amounts under this Work Authorization is contingent on the County receiving appropriations or other expenditure authority sufficient to allow the County, in the exercise of reasonable administrative discretion, to continue to make payments under this Contract. It is further understood and agreed by Firm that County shall have the right to terminate this Contract at the end of any County fiscal year if the governing body of County does not appropriate sufficient funds as determined by County’s budget for the fiscal year in question. County may effect such termination by giving written notice of termination to Firm.

Part 7. This Work Authorization is hereby accepted and acknowledged below.

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EXECUTED this \_\_\_\_\_.

FIRM:

SWCA Environmental Consultants

By:   
Signature

Matthew McMillan  
Printed Name

Natural Resources Director – Austin  
Title

COUNTY:

Williamson County, Texas

By: \_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

LIST OF ATTACHMENTS

Attachment A: Services to be Provided by the County

Attachment B: Services to be Provided by the Firm

Attachment C: Work Schedule

Attachment D: Fee Schedule

**APPROVED**  
*By Christen Eschberger at 3:02 pm, Oct 27, 2025*

**ATTACHMENT A**  
**SERVICES TO BE PROVIDED BY THE COUNTY**  
**FOR THE SCHULTZ LANE PROJECT**

**WORK AUTHORIZATION NO. 11**  
**PROJECT: Schultz Lane – Environmental Services**

In general, Williamson County and its representatives to their best efforts will render services as follows:

1. Name, business address, and phone number of County's project manager.
2. Assistance to the Firm, as necessary, with obtaining data and information from other local, regional, State, and Federal agencies required for this project.
3. Obtain Rights-of-entry from landowners that are unwilling to grant access to the Firm.
4. Provide available appropriate County data on file, plans, and specifications that are deemed pertinent to the completion of the work required by the scope of services (including previous hydraulic studies, models, previous reports and studies, available existing traffic counts, and design year traffic projections).
5. Provide available criteria and full information as to the County's requirements for the project. Provide examples of acceptable format for the required deliverables.
6. Provide timely reviews and decisions necessary for the Firm to maintain the project work schedule. Review recommendations offered by the Firm, progress of work, and final acceptance of all documents.
7. Submittal of documentation to regulatory agencies for review and comment, when specified.
8. Support project development efforts with stakeholders and coordinate meetings and interface with stakeholders, as needed.
9. Post and maintain project information for public consumption on the County website.
10. Assist with Coordination between the Firm and the County's other subconsultants.
11. Negotiate with all utility companies for any agreements and/or relocations required.
12. Provide an agent as necessary to secure proposed right-of-way.
13. Provide construction observation and review contractor pay applications and progress.
14. Provide Firm with Contractor submittals, Requests for Information, shop drawings, and correspondence.
15. Review Firm progress, submittals, and plan changes.

**ATTACHMENT B**  
**SERVICES TO BE PROVIDED BY THE FIRM**  
**FOR THE SCHULTZ LANE PROJECT**

**WORK AUTHORIZATION NO. 11**  
**PROJECT: Schultz Lane – Environmental Services**

The County proposes widening Schultz Lane from Louis Henna Boulevard to Monica Lane/New Meister Lane for safety improvements (project). The project will include intersection improvements and a continuous center lane on Schultz Lane that includes 3.8 acres (project area). The Firm received the project area shape on September 24, 2025, as shown in Figure 1.

The project area may contain monarch butterfly (*Danaus plexippus*) and tricolored bat (*Perimyotis subflavus*) habitat, both of which are proposed for federal protection under the Endangered Species Act (ESA).

Environmental services will be provided upon the request of the County as needed for the project, including the following:

- Project Management
- Threatened and Endangered Species Habitat Assessment

To perform these environmental services, the Firm will access those parcels within the project area where right-of-entry has been obtained, which will be coordinated by the County. Parcels requiring a separate site visit may require a Supplemental Work Authorization.



Figure 1. Project area map.

## **Phase 01: Project Management**

For Phase 01, the Firm is using modified scope language from the County's typical work authorization describing project management.

### **1. COMMUNICATION:**

- a. Firm shall designate one environmental consultant (Texas) to be responsible for the project management, and all communications with the County and its representatives.

### **2. MONTHLY PROGRESS REPORTS, INVOICES, & BILLINGS (12 months assumed):**

- a. Submit monthly progress status reports to the County. Progress reports will include tasks completed, tasks/objectives that are planned for the upcoming periods, and lists or descriptions of items or decisions needed from the County and its representatives. Subconsultant progress will be incorporated into the monthly progress report.
- b. Prepare correspondence, invoices, and progress reports on a monthly basis in accordance with current County requirements.

### **3. PROJECT COORDINATION & ADMINISTRATION:**

- a. Prepare and maintain routine project record keeping, including records of meetings and minutes.
- b. Correspondence and coordination will be handled through and with the concurrence of the County.
- c. Manage project activities (including documenting emails, phone and conference calls, maintain project files for the length of the project, meeting agendas, meeting minutes, and schedule meetings), direct Firm's team/staff, coordinate and review subconsultant work, correspond with the County and its representatives, and assist the County and its representatives in preparing responses to project-related inquiries.

### **4. PROGRESS/COORDINATION MEETINGS (3 virtual meetings assumed):**

- a. Attend a kickoff meeting and coordination/progress meeting with the County and its representatives and stakeholders, as necessary, to communicate development of the project and design issues.
- b. Conduct internal coordination meetings as required to advance the development of the project.

### **5. PROJECT DOCUMENTS/FILES:**

- a. All contract documents, including native files, shall be turned over to the County at each milestone and at the completion of the project or as requested. Documents shall be posted to the County's project management database.

## 6. DELIVERABLES:

- a. Monthly Invoices and Progress Reports, including Deliverable Table
- b. Meeting Minutes, Sign-in Sheets, and Agendas
- c. Project Schedule and Updates
- d. Project Files

### **Phase 02: Threatened and Endangered Species Habitat Assessment**

The Firm will perform a field investigation of land features and vegetation communities within the project area to evaluate the potential for federally listed threatened and endangered species habitat to occur within the project area. The investigation will also address habitat for species that the USFWS has proposed to list as threatened or endangered.

Trees within the project area could host the tricolored bat, which is proposed for protection under the ESA as endangered. Finally, the monarch butterfly is a candidate species for protection under the ESA and could lay eggs on milkweed (*Asclepias* sp.) or use nectar plants for foraging in treeless portions of the project area.

Field investigation methods in Phase 02 for identifying potentially suitable habitat for federally protected species or species that could become protected in the near future will consist primarily of a visual reconnaissance of existing conditions within the project area. The Firm anticipates that one biologist familiar with tricolored bat and monarch butterfly habitat identification will perform the field investigation for part of one day by walking throughout the project area and assessing habitat components. Potential habitat identified during the survey will be evaluated, photographed, and recorded using a data collection tablet.

Following the completion of the field investigation, the Firm will coordinate with the County to discuss results and determine desired next steps.

#### **Deliverables**

- The Firm will prepare a draft and final threatened and endangered species habitat assessment and impacts analysis report, which will include a map depicting the distribution within the project area of any potentially suitable habitat for federally listed species or species that may become listed in the near future. Within 4 weeks of the field investigation, the Firm will provide the County with a draft report in electronic format (PDF) for review and comment. The Firm will respond to one round of comments and will provide the County with a final version of the report in electronic format within 2 weeks of receiving comments.

**ATTACHMENT C  
WORK SCHEDULE  
FOR THE SCHULTZ LANE PROJECT**

**WORK AUTHORIZATION NO. 11  
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The Firm is prepared to begin work immediately upon receiving a Notice to Proceed (NTP) for the work schedule provided for assigned tasks as given. The Firm will perform the field survey within 3 weeks of NTP and will submit the first draft of the report to the County within 6 weeks of field survey completion. All work is expected to be completed and finalized by October 31, 2026.

**ATTACHMENT D  
FEE SCHEDULE  
FOR THE SCHULTZ LANE PROJECT**

**WORK AUTHORIZATION NO. 11  
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**Table 1. Anticipated Fee Details**

<b>Project Role</b>	<b>Per Unit Rate</b>	<b>Number of Units</b>	<b>Value</b>
<b>Labor</b>			
Specialist I	\$77.00	–	\$0.00
Specialist III	\$91.00	–	\$0.00
Specialist III	\$104.00	2	\$208.00
Specialist IV	\$114.00	–	\$0.00
Specialist V	\$123.00	38.5	\$4,735.50
Specialist VI	\$137.00	–	\$0.00
Specialist VIII	\$147.00	10	\$1,470.00
Specialist VIII	\$158.00	–	\$0.00
Specialist IX	\$169.00	23	\$3,887.00
Specialist X	\$189.00	–	\$0.00
Specialist XI	\$207.00	–	\$0.00
Specialist XII	\$226.00	–	\$0.00
Subject Matter Expert I	\$230.00	2	\$460.00
<b>Labor Subtotal</b>			<b>\$10,760.50</b>
<b>Direct Costs</b>			
Mileage	\$0.70	70	\$49.00
Tablet & Geode	\$40.00	1	\$40.00
<b>Direct Costs Subtotal</b>			<b>\$89.00</b>
<b>GRAND TOTAL</b>			<b>\$10,849.50</b>

**ATTACHMENT D  
FEE SCHEDULE  
FOR THE SCHULTZ LANE PROJECT**

***Assumptions***

General Assumptions:

- The estimated cost is based upon complete and open access to the project area.
- All land acquisition or right-of-entry to the project area will be obtained by the County prior to the commencement of field investigations described within this Work Authorization.
- Factors beyond the Firm's control, such as access restrictions, inclement weather, or unsafe project conditions that result in delays to the project schedule or require additional mobilizations, may require a Supplemental Work Authorization.

Phase 01 – Project Management:

- None.

Phase 02 – Threatened and Endangered Species Habitat Assessment:

- The field investigation will be performed by one qualified biologist during part of one day.
- The estimated cost does not include presence/absence surveys for any species.