

SUPPLEMENTAL NO. 1
TO
WORK AUTHORIZATION NO. 27

PROJECT: Subdivision Regulations

This Work Authorization is made pursuant to the terms and conditions of the Williamson County Contract for Public Involvement Services, being dated **March 26, 2019** and entered into by and between Williamson County, Texas, a political subdivision of the State of Texas, (the "County") and **Rifeline, LLC** (the "Firm").

Part I. The Firm will provide the following Public Involvement 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 **\$25,000.00.**

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 **March 25, 2024.** The Public Involvement 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.

EXECUTED this Mar 22, 2023.

FIRM: Rifeline, LLC

By: 

Lynda Rife


Printed Name

President

Title

COUNTY:

Williamson County, Texas

By: 

Bill Gravell

Signature

Printed Name

County Judge

Title

LIST OF ATTACHMENTS

Attachment A - Services to be Provided by County

Attachment B - Services to be Provided by Firm

Attachment C - Work Schedule

Attachment D - Fee Schedule

Attachment A - Services to be Provided by County

The County will provide direction to the public involvement team, availability for meetings as necessary, preparation of strategy and materials.

Attachment B" Services to be Provided by Firm

The Firm will provide the following public involvement services for Subdivision Regulations; Develop annotated agenda, email notifications and updates, meeting summary report including comments and questions compilation, maintain stakeholder database, coordinate logistics for subcommittee meeting, facilitate subcommittee meetings, engage with stakeholders through phone and email, review and edit subcommittee meeting presentation slides, and participate in coordination meetings,

Attachment C. Work Schedule

Rifeline, LLC will provide a work schedule for the assigned tasks.

Attachment D - Fee Schedule

Please see next page.

| Task | Principal | Sr. Public Involvement Officer | Public Involvement Officer | Jr. Public Involvement Officer | Administrative | Total |
|---|-----------|--------------------------------|----------------------------|--------------------------------|----------------|---------------------|
| | \$ 200.00 | \$ 160.00 | \$ 120.00 | \$ 75.00 | \$ 50.00 | |
| Develop annotated agenda (including revisions) | 6 | 8 | 0 | 0 | 0 | \$ 2,480.00 |
| Draft email notifications and updates | 1 | 3 | 5 | 0 | 0 | \$ 1,280.00 |
| Develop meeting summary report including comments and questions compilation | 1 | 5 | 10 | 0 | 0 | \$ 2,200.00 |
| Maintain stakeholder database | 0 | 2 | 3 | 0 | 0 | \$ 920.00 |
| Coordinate subcommittee meeting logistics | 1 | 8 | 8 | 0 | 0 | \$ 2,840.00 |
| Attend and facilitate subcommittee meeting | 3 | 5 | 5 | 5 | 0 | \$ 2,775.00 |
| Review and edit subcommittee meeting presentation slides | 2 | 4 | 0 | 0 | 0 | \$ 1,040.00 |
| Participate in coordination meetings | 8 | 3 | 4 | 0 | 0 | \$ 3,360.00 |
| Invoicing (including progress reports) | 0 | 1 | 0 | 0 | 3 | \$ 310.00 |
| TOTAL | 24 | 43 | 27 | 5 | 3 | \$ 16,805.00 |

| | | | | | | |
|---|-----------|--------------------------------|----------------------------|--------------------------------|----------------|-------------|
| Optional | Principal | Sr. Public Involvement Officer | Public Involvement Officer | Jr. Public Involvement Officer | Administrative | |
| | \$ 200.00 | \$ 160.00 | \$ 120.00 | \$ 75.00 | \$ 50.00 | |
| Respond to stakeholders through email and phone | 5 | 10 | 5 | 0 | 0 | \$ 5,200.00 |

GRAND TOTAL \$ 21,005.00