

**OFFICE OF THE CITY MANAGER
LITTLE ROCK, ARKANSAS**

**BOARD OF DIRECTORS COMMUNICATION
JANUARY 21, 2025 AGENDA**

Subject:	Action Required:	Approved By:
<p>A resolution to amend the contract with Half Associates, Inc., for additional services.</p> <p>Submitted By:</p> <p>Planning & Development Department</p>	<p>Ordinance √ Resolution</p>	<p>Susan Altrui Acting City Manager</p>
SYNOPSIS	<p>A Resolution to amend a contract with Half Engineering for additional services while updating the City of Little Rocks Stormwater Management and Drainage Manual, and MS4 Permit.</p>	
FISCAL IMPACT	<p>Fee for additional services will not exceed \$38,000.00. This activity is paid out of Account # 108339-63390-S33C462.</p>	
RECOMMENDATION	<p>Approval of the resolution.</p>	
BACKGROUND	<p>The City of Little Rock (City) began the process of updating their Stormwater Management and Drainage Manual and renewing the MS4 Permit. The MS4 Permit would expire on December 31, 2024.</p> <p>Half Engineering was hired for their consulting services by the City and a contract agreement was signed on December 16, 2022. The contract would expire July 1, 2024.</p> <p>Currently, the City is still in the process of completing the Stormwater Management and Drainage Manual, and has filed for an extension to the MS4 Permit to March 31, 2025.</p>	

**BACKGROUND
CONTINUED**

During this extension, Halff Engineering will provide the following additional services:

- Cost assessment of impacts on development based on new standards.
- Project specific cost comparisons for four projects provided by stakeholders.
- Additional stakeholder meetings and workshops.
- Additional coordination and meetings with ADEE.
- Additional revisions to manual based on stakeholder compromises and additional fourth draft of manual.
- Additional meetings with Little Rock Board of Directors.

These items were not included in the initial scope of work but at the request of the Board of Directors upon direction to file for an extension to the MS4 Permit and continued work on the Stormwater Management and Drainage Manual. The total fee for completing the additional services would be \$38,000.

This Ordinance will approve the amendment to the contract with Halff Engineering for the additional services of the cost impacts, project comparisons, additional draft of manual, and additional stakeholder meetings under Additional Services that are to be completed. The amended contract will expire March 31, 2025.