Task Order Amendment Request
Services Agreement by and between
GrantWorks, Inc. and Galveston County, Texas
RFP No. 25-075

Task Order No. 1	**Amendment No.** 1
Project Title: Galveston County Elevation of Properties Batch #1	
Start Date: 02/16/2026	**End Date:** 02/15/2029
Project Manager: Carolina Castro	**County Representative:** Heather Melton

Performance Period:

- N/A

Change in Scope of Services:

- Added "Representative Deliverables" subsection to **Scope of Services**.
- Added Table 1. "Representative Deliverables" which provides corresponding sample deliverables which may accompany services outlined in "Grant Administration Services" subsection.

Change in Cost:

- Updated "**Cost Based on Level of Effort**" section title to "**Compensation and Payment Terms**"
- Added "Compensation", "Payment Terms", and "Fee Schedule" subsections to **Compensation and Payment Terms** section
- Updated unnumbered Table "Post Award Services Hourly Rate" to Table 2. for the "Hourly Rate Schedule"
- Removed "Authorized labor categories include…" from **Compensation and Payment Terms** section due to redundancy with Table 2 labor categories column
- Updated Not-to-Exceed amount from combined $479,078.00 for DR-4332-0025 and DR-4332-0239 to $212,220.70 for only DR-4332-0025
- Added Table 3. for the "Not-to-Exceed Summary"

Other Modifications:

- Removed statement of "These projects were approved by FEMA under the HMGP for Disaster Declaration DR-4332-TX" from page 1
- Added "**Award Date"** subheading to page 1 to capture the information above which was removed

Justification:

Galveston County Grant Administration Division requested that the original Task Order 1 be amended to remove the DR-4332-0239 SRMC amount from the NTE. This Amendment is pending review by the County and approval by Commissioners Court. Upon approval, this amendment should enable the County to process previously submitted invoices which are currently on administrative hold.

The project team may opt to submit a revised invoice for DR-4332-0025 expenses only in the interim as the next Commissioners Court meeting is scheduled for August 17, 2026.

Notes:

- N/A

Completed By: Carolina “Carly” Castro
Date: July 21, 2026