

**TASK ORDER No. - 1 - DR-4332-0025 & 0239**  
**FEMA HMGP Elevation Program**  
**Galveston County, Texas**  
**SERVICES AGREEMENT**  
RFP No. 25-075

This **Task Order No. 1** is issued in accordance with the Services Agreement dated February 16, 2026, between Galveston County, Texas, hereinafter referred to as the "COUNTY", and GrantWorks Inc., hereinafter referred to as the "CONTRACTOR". This Task Order is governed and subject to the terms and conditions of the Agreement, which is fully incorporated herein by reference. All provisions required under 2 CFR 200 and Appendix II to Part 200 are applicable to this Task Order.

**Effective Date:** March 4, 2026

**End Date:** February 16, 2029, or the end of the FEMA grant period of performance for HMGP Projects DR-4332-0025 and DR-4332-0239, including any approved extensions, whichever occurs first, unless earlier terminated in accordance with the Agreement.

**Funding Source:** Federal Emergency Management Agency (FEMA), administered through the Texas Division of Emergency Management (TDEM)

**Program Name:** Hazard Mitigation Grant Program (HMGP)

**Disaster Declaration:** FEMA DR-4332 Texas (Hurricane Harvey)

**Project Number(s):** HMGP DR-4332-0025 – Residential Structure Elevations  
HMGP DR-4332-0239 – Residential Structure Elevations

**Project Description:** This grant will fund Galveston County to elevate repetitive loss and/or substantially damaged residential structures to at least two feet above the Base Flood Elevation (BFE) of the adopted Flood Insurance Rate Map (FIRM).

These projects were approved by FEMA under the Hazard Mitigation Grant Program (HMGP) for Disaster Declaration DR-4332-TX.

**Scope of Services:**

The Contractor shall provide grant administration services necessary to support the implementation and management of FEMA HMGP residential structure elevation projects administered by Galveston County.

Services may include, but are not limited to:

- Program administration and project management
- Coordination with FEMA, TDEM, and County staff
- Environmental and historic preservation coordination support
- Procurement compliance support

- Project tracking and reporting
- Financial management and reimbursement support
- Review of contractor and engineering documentation
- Assistance with compliance with FEMA HMGP program requirements
- Support for project monitoring, documentation, and grant reporting
- Assistance with project closeout documentation

All services shall be performed in accordance with:

- FEMA Hazard Mitigation Assistance (HMA) Guidance
- 2 CFR Part 200 (Uniform Guidance)
- FEMA policy and program requirements
- Applicable TDEM program guidance

**Cost Based on Level of Effort:**

Services performed under this Task Order shall be compensated in accordance with the hourly labor categories and rates established in Attachment C (Compensation) of the Services Agreement. The total compensation authorized under this Task Order No. 1 shall not exceed **\$479,078.00** without prior written authorization from Galveston County.

Authorized labor categories include:

- Subject Matter Expert
- Program Manager
- Project Manager

Compensation shall be subject to all applicable federal cost allowability requirements under 2 CFR Part 200 and FEMA Hazard Mitigation Assistance program guidance. Invoices shall reference Task Order No. 1 and identify the applicable FEMA project number DR-4332-0025 and DR-4332-0239, respectively.

<b>HMGP Elevation: Post Award Services Hourly Rates</b>		
Program Executive		\$ -
Client Services Manager		\$ -
Subject Matter Expert		\$ 225.00
Program Manager		\$ 190.00
Project Manager		\$ 165.00
<b>Not to Exceed</b>		<b>\$ 479,078.00</b>

Table: Hourly rate schedule from Agreement dated February 16, 2026, between County and Contractor.

The above costs may be adjusted through a written Task Order Amendment if required due to FEMA-approved budget modifications or grant adjustments. Any increase in the not-to-exceed amount must be approved in writing by the County.

Galveston County, Texas

By:

  
Mark Henry, County Judge

March 16th, 2026

Date

GrantWorks, Inc.

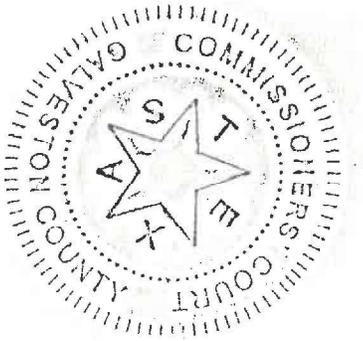
By:

  
Bruce J. Spitzengel, President

March 5, 2026

Date

Attest:



Dwight D. Sullivan, County Clerk

By:  Deputy  
Melissa A. Childs