

# HAYS TRINITY GROUNDWATER CONSERVATION DISTRICT

## PROFESSIONAL SERVICES POLICY

Approved 11/18/2013

### SECTION 1. PURPOSE

- A. Establish policy for selecting, engaging, controlling, monitoring and evaluating of professional services/consultants.
- B. Comply with Texas Water Code Section 36.061(a)(4) and Texas Government Code Chapter 2254, the Professional Services Procurement Act (the "Act") a copy of which is attached.

### SECTION 2. DEFINITIONS

- A. Professional Services: This term shall mean those professional services as defined by the Act.
- B. Consultants: This term shall mean any person who provides consulting services as defined in the Act.

### SECTION 3. SELECTION

- A. The District shall select or contract for professional services and consulting services as required in the Act. Agreements for professional services shall be in writing and may provide for the services to be paid for on the basis of time and expense or a percentage of the costs of the project in connection with which the services are furnished. Fees and charges for professional services must conform to those generally accepted of that professional. Fees may not exceed any maximum provided by law.

### SECTION 4. BUDGET

- A. Professional services and consultant performance will be monitored and evaluated by the District staff based on the contract or agreement requirements within the budget.