Exhibit A - Scope of Services
Sanitary Sewer, Long-Range Study
City of Sherwood

The City of Sherwood Wastewater Utilities (Client) owns and operates a sanitary sewer collection and treatment system within Sherwood, Pulaski County, Arkansas. Many parts of this system are aging, in need of maintenance, and are reaching the end of useful life expectancy, requiring significant maintenance and replacements. Additionally, parts of this system are crossed or co-owned with North Little Rock Wastewater (NLRWU), as well as Sherwood discharging into parts of the NLRWU system. This has created some confusion and contention in the past and necessitates a complex billing system formula for operation.

In order for Sherwood to make an informed decision on the future of wastewater collection and treatment within the city, all options need to be identified, studied, the costs analyzed, the benefits and obligations weighed, and these alternatives presented in an Engineering Report, for the City's evaluation.

The options that have been identified, and will be included in this study include:

Option 1: Remain Independent (requiring new permit agreement with NLRWU),
Option 2: Divest the "Satellite System" that portion of the South facilities comingled with NLRWU,
Option 3: Consolidate, or merge with NLRWU to form a "Regional" wastewater collection and treatment system,

This study will evaluate and report on the following:

Exhibit A - Scope of Services
Sanitary Sewer, Long-Range Study
City of Sherwood

1) Evaluation of the existing North Treatment plant, including:
   a) Likely remaining useful life expectancy,
   b) Maintenance and upgrades to be expected, or replacement,
   c) Costs of maintenance, upgrades, or replacements to be budgeted,
   d) Impact to rate payers monthly bill,
2) Evaluation of the existing South Treatment plant, including:
   a) Likely remaining useful life expectancy,
   b) Maintenance and upgrades to be expected, or replacement,
   c) Costs of maintenance, upgrades, or replacements to be budgeted,
   d) Impact to rate payers monthly bill,
3) Evaluation of the gravity collection system, including:
   a) Likely remaining useful life expectancy,
   b) Maintenance and upgrades to be expected, or replacement,
   c) Costs of maintenance, upgrades, or replacements to be budgeted,
   d) Impact to rate payers monthly bill,
4) Evaluation of the Lift Station and force main portions of the collection system, including:
   a) Likely remaining useful life expectancy,
   b) Maintenance and upgrades to be expected, or replacement,
   c) Costs of maintenance, upgrades, or replacements to be budgeted,
   d) Impact to rate payers monthly bill,
5) Evaluation of each of the 3 identified options and how the above evaluations would impact each option,

Exhibit A - Scope of Services
Sanitary Sewer, Long-Range Study
City of Sherwood

a) Including any requirements that may likely be imposed on each option, by either party or regulators,

6) Identification of any regulatory approvals and permits required for each option, including:

a) Arkansas Department of Health,

b) Arkansas Department of Environmental Quality,

Exhibit B - Schedule
Sanitary Sewer, Long-Range Study
City of Sherwood

The following schedule of design activities is proposed for this project. This schedule assumes a reasonable time frame (as shown below) for all reviews and approvals.

A. Sanitary Sewer, Long-Range Study Schedule

The following schedule is proposed for the Design, Bid, Construction, and Close-Out Phase Services:

TASK DESCRIPTION	TASK DURATION	SCHEDULE WEEKS
Project Kick-Off meeting & Data Gathering	1 week,	1
Field Investigations & Site Visits	1 week,	2
Workshop Meetings, (Sherwood & NLRWU)	1 week,	3
Detailed Evaluations	2 weeks,	5
Cost Estimating	1 week,	6
Draft Report	1 week,	7
Workshop Meetings, (Sherwood & NLRWU)	1 week,	8
Final Report	1 week,	9

Based on a Notice To Proceed date of July 27, the Final Report will be delivered by September 20th.

Exhibit C - Fee
Sanitary Sewer, Long-Range Study
City of Sherwood

Compensation for Base Engineering Services, as defined in the attached Exhibit A – Scope of Services, shall be a lump sum amount of $120,000. This includes all professional services and an estimate of expenses.

TASK ORDER # 2 – Sanitary Sewer, Long-Range Study
City of Sherwood

AGREEMENT FOR PROFESSIONAL ENGINEERING SERVICES ON A TASK ORDER BASIS	
Effective Date of Agreement:	2024-10-30 (AVO # 058903.000, Master Services Agreement)
TASK ORDER #2 Effective Date:	(see signature date below)
Engineer:	Halff Associates, Inc.
Client:	CITY OF SHERWOOD, Arkansas

In accordance with Section II of the Agreement for Professional Engineering Services by and between Engineer and Client referenced above (the "Agreement"), Client and Engineer hereby mutually agree upon the terms set forth in this Task Order. To the extent this Task Order conflicts with the Agreement, the Agreement shall control.

SERVICES	
1. PROJECT DESCRIPTION:	Sanitary Sewer Long-Range Study, Options to remain independent, merge with NLRWU, or some combination of the two,
2. SCOPE OF SERVICES:	See Exhibit A, Scope of Services
3. SCHEDULE:	See Exhibit B, Schedule
4. PAYMENT TYPE:	☐ Time & Material X Fixed Price ☐ Hourly Rate ☐ Other
5. FEE:	See Exhibit B, Fee ($120,000)
6. PROJECT LOCATION:	Sherwood, Arkansas Sanitary Sewer Collection & Treatment System Limits
7. OTHER PROVISIONS:	None
8. PRIME AGREEMENT (if applicable)	Owner's Name: City of Sherwood, AR Owner's Address: 2199 East Kiehl Avenue, Sherwood, AR 72124 Prime Agreement Date: 2024-10-30 (AVO # 058903.000) Other Information: None

SERVICE CONTACTS	
Halff Associates, Inc.	CITY OF SHERWOOD, Arkansas
Contact Name: Mike Marlar, PE Vice President, W/W Dep Practice Lead	Contact Name: Mr. Scott Greenwood, Wastewater Manager
Phone No.: [redacted]	Phone No.: 501-835-4753
Email: [redacted]	Email: sgreenwood@cityofsherwood.net

Upon full execution of this Task Order by Engineer and Halff, Halff shall commence performance of the Services described herein in accordance with the terms and conditions of the Agreement.

ENGINEER: Halff Associates, Inc.

By: Michael P. Marlar
Signature

Mike Marlar, PE
Printed Name

Vice Pres, W/W Dep. Practice Lead
Title

July 23, 2025
Date

CLIENT: CITY OF SHERWOOD, Arkansas

By: Mary Jo Heye-Townsell
Signature

Mary Jo Heye-Townsell
Printed Name

Mayor
Title

7/23/25
Date