



Supplemental Agreement Number _____		Organization and Address	
Original Agreement Number		Phone:	
Project Number	Execution Date 6/2/2025	Completion Date	
Project Title	New Maximum Amount Payable \$		
Description of Work			

The Local Agency of _____
desires to supplement the agreement entered into with _____
and executed on _____ and identified as Agreement No. _____

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: _____

III

Section V, PAYMENT, shall be amended as follows:

as set forth in the attached Exhibits, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action.

By: _____

By: _____

Consultant Signature

Approving Authority Signature

Date

EXHIBIT A

SCOPE OF SERVICES

SUPPLEMENT NO. 1

CITY OF REDMOND

Pavement Management – 154th Ave NE (Redmond Way to 85th St.)

**Federal Aid No. STBGUL-1907(001)
(Project # 2414)**

Prepared by:

**David Evans and Associates, Inc.
14432 SE Eastgate Way, Suite 400
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February 25, 2026

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TASK 1.0 PROJECT DESCRIPTION, DESIGN CRITERIA, AND DELIVERABLES

1.1. Project Description

Supplement No. 1 modifies the Original Agreement dated May 28, 2025, with the following revisions: construction engineering support and record drawings preparation.

The City of Redmond (CITY) is requesting David Evans and Associates, Inc. (CONSULTANT) to provide construction engineering support and record drawings for the Pavement Management – 154th Ave NE (PROJECT). The project includes pavement analysis, testing, and overlay recommendations; drainage and utility lid adjustments; replacing pavement markings on 154th Ave NE; and replacing vehicle loop detectors. The project limits are from the north of Redmond Way to NE 85th Street. The project's construction limits will not overlap with any existing crosswalks, thus not requiring upgrade needs to ADA curb ramps nor pedestrian traffic signal facilities.

This scope of services describes the Task Elements to be accomplished by the CONSULTANT as summarized under each task element. This scope consists of the following task elements:

- Task 2.1 – Project Management
- Task 2.4 – Monthly Invoices/progress Report
- Task 10.1 – Construction Engineering Support
- Task 10.2 – Record Drawings

1.2. Project Deliverables Furnished by the CONSULTANT

The CONSULTANT shall maintain a project file for pertinent work items. The CITY review sets will be returned with each subsequent revision, illustrating that each review comment has been addressed as stated, or how/why it was not addressed. The CONSULTANT shall deliver the following documents and products to the CITY as part of this agreement:

- Request for Information (RFI) responses
- Record Drawings

1.4 Project Assumptions

- The budget allocations shown on Exhibit D are itemized to aid in PROJECT tracking purposes only. The budget may be transferred between tasks or people, or between labor and expenses, provided the total contracted amount is not exceeded without prior authorization. CONSULTANT shall inform CITY in writing monthly of any budget transfers between tasks.
- Project duration is assumed to be 4 months.

TASK 2.0 PROJECT MANAGEMENT AND QUALITY CONTROL

2.1 Project Management

Direction of the CONSULTANT staff and review of their work over the course of the project shall be provided. This work element includes preparing monthly progress reports, status of individual work elements, number of meetings attended, outstanding information required, and work items planned for the following month.

Periodic monitoring of the CONSULTANT'S design budget will occur over the course of the project. This work element is intended to help monitor costs and budgets, and to propose corrective actions. These actions may include formal requests for increases, modifications, or reductions in scope and/or budget.

Drawings and documents received and generated over the course of the project require review, coordination, and file management. The status of requested information will also be maintained.

2.4 Monthly Invoices/Progress Reports

Monthly invoices will be prepared by the CONSULTANT per CITY requirements for work activities for the prior month. These invoices shall also include monthly progress reports. Invoices will include back-up material for all expenses and will show approved budget and amount expended to date.

Deliverables:

- Monthly Invoices and Progress Reports (4 total)

TASK 10.0 CONSTRUCTION SUPPORT SERVICES

10.1 Construction Engineering Support

The CONSULTANT shall provide construction engineering support at the CITY's request during construction phase of the project. Construction engineering support applies to the CONSULTANT involved in the preparation of construction contract documents under the Original Agreement.

Construction Engineering Support Services will include the following:

- **Pre-Construction Meeting:** The CONSULTANT (up to one {1} staff) will attend one (1) kick-off meeting with the prime contractor, CITY and SUBCONTRACTOR's.
- **Construction Meetings:** The CONSULTANT will attend construction meetings as requested. This task assumes four (4) total meetings will be attended by CONSULTANT.
- **Review Selected Shop Drawings Submittal:** The CONSULTANT will review and recommend action on selected Contractor submittals and shop drawings as requested by the CITY. Anticipated submittals will include work plans, fabrication submittals, and material approvals. The effort for this task is for input/support of Contractor's submittals to the CITY and will be limited to the effort shown in the Fee Proposal. This task assumes two (2) submittals.
- **Requests for Information (RFIs)/Design Clarifications:** At the CITY's request, the CONSULTANT may be asked to help the CITY in answering CONTRACTOR's RFIs. The task assumes that five (5) RFIs will be reviewed.

Deliverables:

- Responses to Contractor Submittals
- Responses to RFIs

10.2 Record Drawings

The CONSULTANT shall prepare Record Drawings at the completion of the project. The CITY will provide Contractor-prepared marked-up drawings, inspector's field notes, and other available information. The CONSULTANT shall use these materials to prepare the Record Drawings. Record Drawings shall be prepared in accordance with the CITY's "Record Drawing Requirements."

Deliverables:

- Phase I Record Drawings for Engineering Review (22"x34" [PDF format]).
- Phase II Record Drawings GIS Review - (22"x34" [PDF format], Digital CAD file [uploaded on CITY's Project Masterworks site], Digital Submittal Checklist [PDF format]).

- Phase III Record Drawings for Final Submittal (Searchable PDF format), Individual Record Drawings in TIFF format (uploaded on CITY's Project Masterworks site).
- One Composite DWG file (electronic).

Exhibit D
City of Redmond
Pavement Management - 154th Ave NE (Redmond Way to 85th St.)

David Evans and Associates, Inc.

	Classification	Est. Hours	x	Rate	=	Dollars
1	Project Manager I (PJM1)	100		\$59.52		\$5,952
2	Project Manager V (PJM5)	20		\$107.96		\$2,159
3	Project Coordinator II (PJC2)	7		\$32.60		\$228
4	Project Accountant IV (PAC4)	7		\$54.00		\$378
		Total Hrs.				134

Total DSC **\$ 8,717**

Salary Escalation Cost (estimated)

Escalation - % of Labor Cost 0% per year @ 0 year(s) \$0

Total DSC **\$ 8,717**

Overhead (OH Rate x DCS) 176.24% x \$ 8,717 = **\$ 15,364**

Fixed Fee (FF Rate x (DSC + Overhead)) 10.5% x \$ 24,081 = **\$ 2,528**

Total Overhead & Fixed Fee Cost **\$ 17,892**

Direct Expenses	No.	Unit	Each	Cost
Mileage	50	miles @	\$0.725 /mile	\$ 36.25

Direct Expenses Subtotal **\$ 36**

David Evans and Associates Total **\$ 26,645**

Total Costs **\$ 26,645**

Management Reserve Fund **\$ 10,000**

Total Costs with Management Reserve Fund **\$ 36,645**

**Exhibit D
City of Redmond
Pavement Management - 154th Ave NE (Redmond Way to 85th St.)**

David Evans and Associates, Inc.

Work Element #	Work Element	1	2	3	4	DEA Total hrs	DEA Total \$
		Project Manager I (PJM1)	Project Manager V (PJM5)	Project Coordinator II (PJC2)	Project Accountant IV (PAC4)		
		Total hrs	Total hrs	Total hrs	Total hrs		
2.0	Project Management and Coordination						
2.1	Project Management	10		2	2	14	\$768
2.4	Monthly Invoices/Progress Reports	5		5	5	15	\$731
Work Element 2.0 Total		15		7	7	29	\$1,499
10.0	Construction Support Services						
10.1	Construction Engineering Support	40	10			50	\$3,460
10.2	Record Drawings	45	10			55	\$3,758
Work Element 10.0 Total		85	20			105	\$7,218
EXPENSES							\$36
PROJECT WORK ELEMENTS TOTALS		100	20	7	7	134	\$8,753