



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

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

ATTACHMENT A: SCOPE OF WORK

WESTSIDE PARK RENOVATION PROJECT

Background: The City of Redmond seeks to continue the Westside Park Renovation Project from Design Services into Construction and Closeout. This scope of work expands upon our previous work, Tasks 00 – 05, and outlines our services through the construction phase of the project, including consultant scopes of work.

Board and Vellum Scope of Work

TASK 06 Construction and Closeout Services

Schedule: This proposal assumes a 100 day construction schedule per the specifications. This scope of work and fee is based on this schedule and is good until 12/31/2022.

Purpose: Provide construction support services including:

- Pre-construction site meeting via Teams, Take and distribute notes
- Meetings with Contractor on Site - Six (6) meetings (includes travel time)
 - City shall take and distribute notes
- Virtual Meetings with Contractor via Teams - Six (6) meetings
 - City shall take and distribute notes
- Review up to twenty (20) material submittals and assistance with material submittal tracking spreadsheet
 - Assumes City reviews standard WSDOT Submittals
- Develop and provide responses to twenty (20) Request for Information (RFIs)
- Assist with ten (10) Change orders
- Attend Final Inspection and develop punch list comments
- Prepare record drawings compiled from contractor notes and redlines
 - Includes one round of revisions from City Project Manager and Inspector, and one round of revisions from Development Services and GIS reviewers
- One (1) final site visit to confirm execution of punch list items (includes travel time)
- Coordinate sub-consultants

Deliverables:

- Preconstruction meeting minutes
- Twenty (20) submittal responses
- Twenty (20) RFI Responses
- Ten (10) Change order responses
- Final punch list
- Record Drawings

Exclusions:

Services not included in this scope of services are specifically excluded from the scope of the Consultant's services. The Consultant assumes no responsibility to perform any services not specifically listed in the scope of services.

Reimbursable Expenses:

We anticipate reimbursable expenses in the following categories that will be billed on a not to exceed basis including:

- RE.1 Travel to the site and to meetings and workshops shall be reimbursed at a rate of \$ 0.56 per mile
- RE.2 Printing, plotting, and copying of documents for meetings and internal design use

Consultant Scopes of Work:

A) Associated Earth Sciences Inc (AESI) Scope of Work

Geotechnical construction monitoring services for construction of the planned park improvements. As requested by the project team, an AESI representative will conduct part-time construction monitoring site visits. Our services may include observation of excavations, evaluation of foundation bearing surfaces for structures and hardscapes, observation and testing of structural fill placement and compaction, or observation of subsurface drainage, including the stormwater dispersion system, as needed. Our observations will be recorded in written daily field reports.

B) Mayfly Engineering & Design Scope of Work

- Preconstruction Meeting via Teams (2 hours)
- Weekly meetings (max of 4 one hour via Teams)
- RFI Response (10 hour allowance)
- Submittal Reviews (10 hour allowance)
- Site Visits at key milestones including:
 - Outfall installation site meeting with contractor (Assume one site visit for all outfalls)
 - Outfall inspection prior to operation (Assume one site visit for all outfalls)
 - Inspection of bioretention subgrade and liner prior to fill
 - Inspection of bioretention systems after filled and planted
 - Other Site Visits as required (1)
 - Site Walk and Punch list at substantial completion
 - Final Site Walk
- Record Drawings (Up to 8 hours) based on redlines provided by contractor.
- Communication related to process and clarifications where an RFI or Submittal is not required. (6 hour allowance)

Mayfly Deliverables

Deliverables may include:

- RFI Responses
- Submittal Responses
- Site Visit Summaries
- Punch List
- Record Drawings as noted above
- Records of communication for project records

C) Perteet Inc. Scope of Work:

- Task 1 – Monitoring Plan Preparation
 - Perteet will develop a monitoring plan to establish specific policies and protocols to follow during archaeological monitoring. The plan will establish specific project activities and areas where monitoring is needed and protocols for notification in the event of a monitored discovery, and will include a contact list for key staff from the construction firms, agencies, and affected Tribes. One round of review is included in this scope of work. Once the client has reviewed the monitoring plan, Perteet will submit the document to DAHP and affected Tribes for their concurrence.
 - Assumption
 - No field investigations,
 - No historical buildings will be recorded

- Deliverables
 - Draft monitoring plan,
 - Final Monitoring Plan, submitted to DAHP
- Task 2 – Archaeological Monitoring
 - A Perteet archaeologist will attend on pre-construction meeting to brief construction personnel on the contents of the monitoring plan and the City of Redmond's Inadvertent Discovery Plan. A Perteet archaeologist will also monitor excavation for filter drums at the east end of the project area and for tree planting within the moderate to high sensitivity zone, and will conduct spot check monitoring for grading work in the moderate to high sensitivity zone. The archaeologist will visually and manually inspect the excavations. Notes about sediment and any cultural material encountered during excavations will be kept on standard forms. Coordinates for any discoveries will be recorded with a handheld global positioning system (GPS) unit. Perteet may reduce the level of monitoring effort in the course of the project based on field observations if intact Holocene-age native sediments are found to be absent.
 - Perteet requires 2 weeks' notice prior to the start of ground disturbing work in the project area to notify affected Tribes of the project schedule. Perteet also requests 48 hours' notice of schedule changes during construction
 - Assumptions:
 - The contractor will provide site access to the archaeological monitor,
 - If at any time human remains are encountered, work will cease, and notification to DAHP and affected Tribes will proceed as directed by RCW 27-44,
 - Archaeological monitoring will be provided for up to 40 hours based on the estimated work schedule; if the project schedule necessitate additional monitoring hours, a budget adjustment will be required,
 - No artifacts will be collected,
 - If potentially significant archaeological material is identified during archaeological monitoring construction, then a scope and budget adjustment will be required to conduct any additional studies or curation that may be needed,
 - Treatment of any identified archaeological resources would be determined through consultation with DAHP, the City of Redmond, and the affected Tribes, and may require DAHP-issued excavation permit.
- Task 3 – Monitoring Report
 - Perteet will prepare a letter report that will include a brief description of the monitoring effort and results. The report will be suitable for submission to DAHP, affected Tribes, and other agencies and can be completed within 30 days of completion of all project ground disturbance. Completion dates may be adjusted to meet project schedules. After one round of review, Perteet will upload the report to the DAHP database.
 - Assumptions
 - The monitoring report will be suitable for reporting monitoring efforts with a negative result (no potentially significant archaeological material identified).
 - If archaeological material >50 years old is identified, a more detailed report will be completed under Task 4
 - Deliverables
 - Draft 1 report,
 - Final report, submitted to DAHP
- Task 4 – (Contingent) – Archaeological Site Recording and Additional Reporting

- Task 4 provides for additional reporting requirements if potentially significant archaeological material is observed during monitoring. Under this task Perteet will provide additional detail in the monitoring report as required for DAHP evaluation.
- Assumptions
 - Task 4 will only be pursued if archaeological material >50 years old is identified during construction

Attachment B - Budget

The budget may be transferred between tasks at the discretion of the Consultant, provided the total contracted amount is not exceeded.

Staff	Hours	Rate	Fee
Principal	13	\$ 156	\$ 2,028
PM	196	\$ 120	\$ 23,520
Landscape Architect QA/QC	107	\$ 120	\$ 12,840
Landscape Designer	156	\$ 104	\$ 16,224
Sub-Total	472		\$ 54,612

Reimbursable Expenses			
Mileage (\$.56)			\$ 134
520 Toll			\$ 69
Printing			\$ 500
Sub-Total			\$ 703
BOARD AND VELLUM TOTAL			\$ 55,315

Consultant Fees			
AESI			\$15,000
Mayfly Engineering			\$13,251
Perteet Inc			\$8,180
CONSULTANT TOTAL			\$36,431
TOTAL			\$ 91,746

Contract Fee Summary			
Design Contract			\$ 445,087
Design Contingency			\$ 48,016
Original Max Payable			\$ 493,103
Supplemental 2 Construction			\$ 91,746
Supplement 2 Contingency			\$ 20,000
Supplement 2 Ask			\$ 111,746
Remaining Design Funds			\$ (38,622)
Remaining Design Contingency			\$ (48,016)
TOTAL			\$ 518,211

- NOTES: 1. Exhibit D of the design contract was revised in November 2019 to show the correct subconsultant cost for Perteet at \$9,349 instead of \$10,749. The grand total did not change, but the contingency was increased from \$46,616 to \$48,016.
2. Summarized below are the costs as listed in the original AGREEMENT and as modified by this and prior SUPPLEMENTAL AGREEMENTS.

Description	Maximum Amount Payable
Original Agreement	\$ 493,103
Supplemental Agreement 1 - Time Extension Only	\$ 493,103
Supplemental Agreement 2 - Construction Services	\$ 518,211