

June 3, 2025

**SENT VIA ELECTRONIC MAIL**

Mr. Jim Busch, Supervisor  
Atlas Township  
7386 South Gale Road  
Grand Blanc, Michigan 48439

Re: *Contract Addendum Number 1 to TriMedia Proposal Number 2022-7376* – Professional Consulting Services for the Atlas Township Cemetery Mapping Project  
TriMedia Project Number 2022-2610

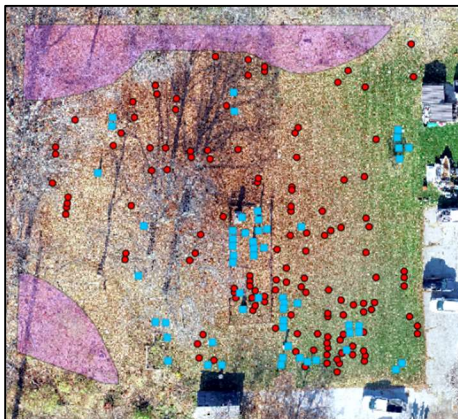
Dear Jim:

TriMedia Environmental & Engineering Services, LLC (TriMedia) is submitting this proposed *Contract Addendum Number 1* to amend our existing agreement with Atlas Township for additional services related to the cemetery mapping project.

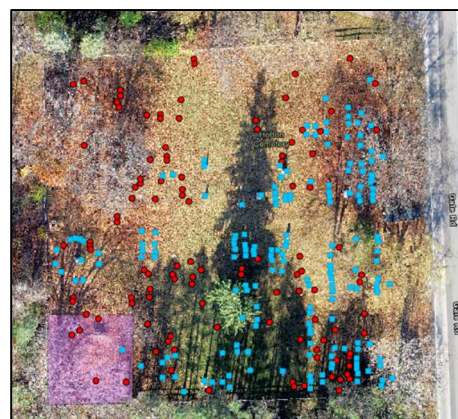
**ADDENDUM SCOPE**

The following scope-of-service summarizes our strategic approach to successfully complete this project, including scanning the remaining areas in both cemeteries that were not able to be scanned on the initial project visit, due to vegetation / debris. This addendum also includes updating the existing maps with the new scanning results. These areas are shown on the figures below, shaded in pink.

**Atlas Cemetery**



**Horton Cemetery**



### ***Scope-of-Service***

#### **Task 1: GPR Survey and Mapping**

TriMedia will use the existing cemetery drawing to establish a survey grid. The grid will be used to set up GPR survey paths traversing the plots already established at the property along with other areas of interest. GPR survey will be performed using a GSSI Utility Scan DF, which is equipped with dual frequency (300/800 MHz) antennae, to traverse the cemetery and identify which plots may have been used and which may be empty. Locations of anomalies will be surveyed using GPS equipment. Using the GPR and GPS survey data, TriMedia will provide Atlas Township with an updated digital map depicting the anomalies indicating potential unmarked burials.

#### **Task 2: GIS Public Access Website**

TriMedia will add the new GPR data to the existing website map and make the map open for viewing by the public.

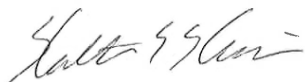
#### **ADDENDUM COST & AUTHORIZATION TO PROCEED**

In an effort to provide you with a reasonable means of estimating expenses for the project, TriMedia proposes to complete the aforementioned tasks on a time and expense basis for the not-to-exceed cost of **\$3,500.00**. In no case will the estimate be exceeded unless authorized by you in writing. In this way, should some of the project contingencies not be necessary, you will further limit expenses related to this project because TriMedia will only invoice for costs incurred to complete the project.

TriMedia is prepared to initiate these services immediately upon receiving your written authorization to proceed. Upon your acceptance, please formalize your authorization to proceed by executing this *Contract Addendum Number 1* below and returning it to TriMedia. All terms and conditions established at the onset of this project will remain unchanged. Should you have any questions or wish to discuss this correspondence in greater detail, please do not hesitate to contact me at (906) 228-5125, or via email at [kkaiser@trimediaee.com](mailto:kkaiser@trimediaee.com).

**Your Priority. Our Promise.** On behalf of the professional staff at TriMedia, we look forward to your review and the opportunity to be of service on this project.

Sincerely,  
TriMedia Environmental & Engineering Services, LLC



Ken G. Kaiser, GISP  
Manager, GIS Services

KGK/mlh  
cc: TriMedia File 2022-2610

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**CONTRACT ADDENDUM NUMBER 1 ACCEPTANCE:**

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**Jim Busch, Supervisor**

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**Date**