

Supplemental Letter Agreement

In accordance with the Master Agreement for Professional Services between City of Baxter, Minnesota ("Client"), and Short Elliott Hendrickson Inc. ("Consultant"), effective October 17, 2017, this Supplemental Letter Agreement dated March 1, 2022 authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **2023 Cypress Drive and Douglas Fir Drive Improvements – Design & Construction Phase Services.**

Client's Authorized Representative: Trevor Walter, PE
Address: PO Box 2626
Baxter, MN 56425-2626
Telephone: 218.454.5110 **email:** twalter@baxtermn.gov

Project Manager: Scott Hedlund, PE
Address: 416 South 6th Street, Suite 200
Brainerd, MN 56401
Telephone: 612.865.3509 **email:** shedlund@sehinc.com

Scope: Per the attached SEH letter proposal dated June 21, 2022.

RPR services will be provided in accordance with the Master Agreement Exhibit B.

Additional Services and Exclusions: Services from SEH not listed above or attached, if required or requested, can be provided to the City at our normal hourly rates.

Schedule: Per the attached SEH letter proposal dated June 21, 2022.

Payment: The fee is hourly not to exceed **\$614,000.00** including expenses and equipment.

The payment method, basis, frequency and other special conditions are set forth in the Master Agreement Exhibit A-1.

Other Terms and Conditions: Other or additional terms contrary to the Master Agreement for Professional Services that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

[https://sehincazure-my.sharepoint.com/personal/shedlund_sehinc_com/documents/documents/sh/baxte/2023 cypress csah 48 connection/p-161665 design & construction/sla_cypress & douglas fir dr d&c - june 2022.docx](https://sehincazure-my.sharepoint.com/personal/shedlund_sehinc_com/documents/documents/sh/baxte/2023%20cypress%20csah%2048%20connection/p-161665%20design%20&%20construction/sla_cypress%20&%20douglas%20fir%20dr%20d&c%20-%20june%202022.docx)

Short Elliott Hendrickson Inc.

By: 
Scott Hedlund, PE
Title: Senior Project Manager

City of Baxter, Minnesota

By: _____
Title: _____

City of Baxter, Minnesota

By: _____
Title: _____