

# Supplemental Letter Agreement – 2024 Misc. Services

January 8, 2024

Mayor Christy  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744

RE: 2024 Miscellaneous Services

Dear Mayor Christy,

The City Engineer has requested that we prepare this Supplemental Letter Agreement (SLA) for the miscellaneous services throughout the year of 2024. The services included in this SLA are for miscellaneous services as listed in accordance with the Master Engineering Services Contract between The City of Grand Rapids ("Client") and Short Elliott Hendrickson Inc. ("Consultant"), effective January 4, 2021.

## **Fee Schedule**

The fees for the miscellaneous services are listed in the Master Engineering Services Agreement that is in place between the Client and Consultant (hourly work as shown in Exhibit "B"). The estimated fee for this work is \$40,000.00.

In accordance with the Master Engineering Services Contract between the Client and Consultant, effective January 4, 2021, this Supplemental Letter Agreement dated January 8, 2024 authorizes and describes the scope and schedule for the Consultant's work on the project described.

We look forward to working with you on this project. If this SLA is acceptable, please sign in the space provided and return a copy to us. Please contact us if you have any questions regarding this supplemental letter agreement.

Sincerely,  
Short Elliott Hendrickson Inc.



Sara Christenson, PE (Lic. MN)  
Client Service Manager/Project Manager

## **City of Grand Rapids Authorization:**

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Kim Johnson-Gibeau  
City Clerk

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Dale Christy  
Mayor of Grand Rapids

C: SEH contract file

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